

Digitized by the Internet Archive  
in 2025 with funding from  
Boston Public Library







# Town of Needham



ANNUAL REPORT 2003







## BOARD OF SELECTMEN/TOWN ADMINISTRATOR

*Daniel P. Matthews, Chairman*  
*James Healy, Vice Chairman*  
*John Bulian, Clerk*  
*John H. Cogswell, Member*  
*Gerald A. Wasserman, Member*  
*Kate Fitzpatrick, Town Administrator*  
*Russell Dean, Assistant Town Administrator*

The Board of Selectmen consists of five individuals elected for staggered three-year terms, and serves as one part of the Executive Branch of government for the Town. The Board shares this role with other elected and appointed boards, including the School Committee, Board of Assessors, Park and Recreation Commission, Library Trustees, Youth Commission, Town Clerk, Board of Health, Planning Board, Memorial Park Trustees and Permanent Public Building Committee. The Board oversees the Police Department, Fire Department, Department of Public Works, Building Department, Veterans' Office, Council on Aging, Finance Department and Town Administrator's Office. The Board also functions as the Town's Licensing Authority. The Board of Selectmen customarily meets on the second and fourth Tuesdays of the month, except in July and August, when meetings are held on the third Tuesday of the month. Meetings begin at 6:45 p.m. at Town Hall. From 6:45 to 7:00 p.m., residents who wish to informally discuss matters with the Board may do so, with or without calling for an appointment in advance. Other meetings may be scheduled as needed and are posted at Town Hall. All meetings are open to the public.

The Board of Selectmen appoints a Town Administrator and charges him or her with the administration of the day-to-day operation of the Town, including direct oversight of those departments under the jurisdiction of the Board of Selectmen. The Assistant Town Administrator/Personnel provides human resource and benefit management assistance to all Town Departments, Boards and Commissions, as well as retirees. In addition, the Assistant Town Administrator/Personnel, in conjunction with the Town Administrator and Assistant Town Administrator/Finance is part of the Town's senior management team, responsible for negotiations with, and contract administration for the Town's six general government collective bargaining groups.

The Board of Selectmen is responsible for:

- Implementing and administering the decisions of Town Meeting, (the Town's Legislative branch of government).
- Establishing policies and procedures for the coordination of Town government operations.
- Representing the interests of Town residents in business dealings, legal affairs, and intergovernmental

- cooperation with other municipal, county, state, and federal agencies.
- Preparing the Town's official revenue projections to be used by the Finance Committee and Town Meeting in developing the Town's operating budget.
- Proposing operating budgets to the Finance Committee and Town Meeting for those departments under its jurisdiction.
- Proposing to Town Meeting a five-year capital improvement plan and funding proposal.
- Making appointments to those Town Boards and Commissions under its control.
- Convening the Annual Town Meeting in May and any Special Town Meetings that may be required, and preparing the Warrant (listing of Articles) for Town Meeting consideration.
- Licensing all food establishments and transportation companies.

### Licenses Issued in FY03

|                                    |    |
|------------------------------------|----|
| Common Victualler                  | 48 |
| Automatic Amusement Device         | 2  |
| Class I (New Automobiles)          | 3  |
| Class II (Used Automobiles)        | 6  |
| Innkeeper                          | 1  |
| Sunday Entertainment               | 1  |
| Weekday Entertainment              | 2  |
| Sale 2 <sup>nd</sup> Hand Articles | 3  |
| Taxi                               | 1  |
| Bowling Alley                      | 1  |
| Liquor                             | 17 |

### FY03 HIGHLIGHTS

*Selectmen/Administration* – In April 2003, James Healy and John Bulian were elected to three-year terms on the Board of Selectmen. Following the annual town election, the Board re-organized with Daniel P. Matthews as Chairman, James Healy as Vice Chairman, and John Bulian as Clerk of the Board.

*Town Hall Centennial* – The Town Hall's 100<sup>th</sup> birthday was marked by a celebration held in conjunction with the Needham Business Association's Harvest Fair. On a beautiful sunny September day, residents heard presentations from the Town's state and federal legislative delegations, ate birthday cake, and enjoyed a concert performed by the Riverboat Stompers. Ian Mason, Mayor of the Town's sister city, Needham Market in England, was on-hand for the celebration.

*Capital Planning* – Each year, the Board of Selectmen and Town Administrator propose a Capital Improvement



Plan (CIP) to the Finance Committee. The CIP is the Town's long-range financial plan with a goal of providing for the upkeep of Town facilities and equipment. In order to balance the FY03 budget, the Board agreed to defer most of the Capital Improvement Plan. Although the Board recommended this course of action, it expressed its concern that by delaying the maintenance of buildings, roads, water and sewer lines, and other infrastructure, the Town is creating a more significant and costly problem down the road. As a result, many capital repairs and purchases were delayed. General fund capital items funded in FY03 included: Emery Grover Building repairs, computer hardware replacement, reconstruction of the Wellesley Avenue and Cedar Street intersection, Dedham Avenue parking lot repairs, and the purchase of a Fire Department ladder truck. In April 2003, voters approved a debt exclusion override in the amount of \$15,700,000 for the reconstruction of the Needham Public Library.

*Financial Planning* – Financial planning and budget deliberations characterized FY03. The FY04 budget was predicted to be out of balance by approximately \$2.7 million. During the summer of 2002, the Board of Selectmen conducted several public hearings leading to an operating override that was held in November 2002. None of the three questions was approved by the voters. With the input of all municipal departments and the School Department, the Board of Selectmen agreed to place an operating override on the April, 2003 ballot. Voters approved override questions totaling \$2,450,000 for public schools, public safety, and street resurfacing and repair. Even with the availability of this new revenue, municipal department budgets were reduced by \$517,392. In December 2002, the Board requested that the State Department of Revenue perform a general review of the financial operations of the Town. The DOR reported on the high quality of the Town's day-to-day financial management practices, and recommended that the Town review its form of government and establish a more centralized structure.

*Permitting Study* – The Board's Economic Development Advisory Committee solicited private funding and conducted a comprehensive review of the Town's permitting functions, analyzing cycle times and making recommendations for improvement. The permitting function includes interaction and cooperation among many departments, including Building, Planning, Conservation, Appeals, Fire, Police, Public Health and Public Works. The goal of the project is to find ways to streamline the permitting process and provide education and assistance to residents and business owners as they navigate through it.

*Perambulation* – In a practice dictated by State law and dating back to colonial times, the Board of Selectmen is required to "perambulate the bounds" of the Town once every five years. In December 2002 members of the Board

visited and signed XX markers identifying the boundaries between Needham and the abutting communities of Westwood, Dover, Newton and Wellesley.

## **OUTLOOK FOR FY04**

Financial planning and budget deliberations toward a balanced budget for FY05 will be a major focus of the coming year. The Town's fixed costs continue to grow both in dollars and in terms of their share of the Town's total budget. The growth in these costs, combined with the modest growth in salaries and projected increases in other fixed costs such as heating oil, electricity, and natural gas, have for several years resulted in a situation in which spending estimates exceed available revenue. Given the constraints of Proposition 2½, the Board of Selectmen continues to look for non-tax revenue sources to augment tax revenues and for new ways to streamline Town services. With an increasing school population and aging Town buildings, roads, and water and sewer systems, Needham's overall revenue growth is generally not sufficient to maintain existing service levels and capital replacement needs.

Goals for the up-coming year include:

- Improve the permitting process in Needham by implementing the Permit Streamlining Study recommendations.
- Evaluate the impact of adopting the Community Preservation Act. The May, 2003 Annual Town Meeting approved the creation of a study committee to review the adoption of this act and to make a recommendation to Town Meeting.
- Evaluate the Town's Form of Government and make recommendations for change. The Board will draft a proposal to create a Town-Manager form of government, consolidate building construction and maintenance activities, and streamline the budget process.
- In cooperation with the Finance Committee, review possibilities for developing a policy of dedicating a portion of revenue to capital or one-time expenditures.
- Develop a two-year and a five-year revenue and expenditure forecast.
- Develop a revised capital facilities plan and begin planning for implementation.
- Explore ways to improve the downtown business district.
- Review and evaluate the Comprehensive Housing Committee proposal that will be issued in FY04.

The Board of Selectmen wishes to thank the Town staff and the many citizens, volunteers, committee members and others, whose invaluable contribution of time, energy and talent makes it possible for Needham to maintain a well-managed, civic-minded community. At the end of



this Annual Report you will find a list of the many individuals who have served the Town this past year. Residents wishing to volunteer for any board or committee appointed

by the Selectmen should send a letter of interest to the Selectmen's Office at Town Hall or visit [www.town.needham.ma.us](http://www.town.needham.ma.us).

## BOARD OF REGISTRARS

*John W. Day*  
*Mary J. McCarthy*

*Barbara B. Doyle*  
*Theodora K. Eaton*

### PURPOSE:

The Board of Registrars is made up of four members of whom one member is the town clerk by virtue of the office. The Board of Selectmen appoints the other three members. This Board can be compared to an Election Commission in a city and the Elections Division of the Office of the Secretary of the Commonwealth. The board must always contain, as nearly as possible, representatives of the two leading political parties - Democrats and Republicans - and no more than two members of each.

The Town Clerk and office staff carries out the functions of the Board of Registrars. These responsibilities include the conduct of elections and recounts, voter registration, compilation of the annual list of residents, publication and circulation of the voting and street lists, certification of signatures on nomination papers and petitions, and recording of Town Meeting attendance.

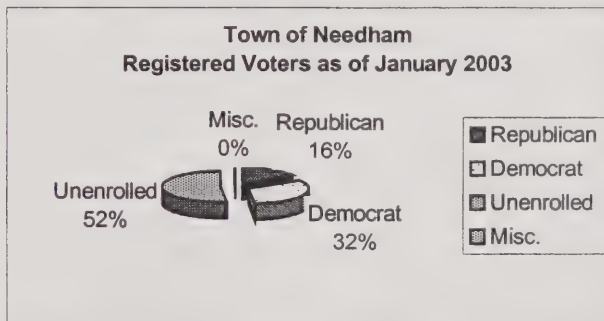
### FY03 HIGHLIGHTS:

Voter turnout for the three elections in FY03 was as follows:

|                |                      |                 |
|----------------|----------------------|-----------------|
| Sept. 17, 2002 | State Primary        | 7,111 (38.32%)  |
| Nov. 5, 2002   | State Election       | 14,534 (76.44%) |
| April 14, 2003 | Annual Town Election | 9,889 (53.58%)  |

The annual listing of residents was conducted by mail again this year with 85% of the residents responding within the first month. Once again, the annual census included a request for veteran status. Also, the dog license renewal application was included and has been well received by the dog owners. In accordance with Massachusetts General Laws the annual census is used to purge the Town's voting list, provide a listing for use by the Jury Commission, and compile the list of dog owners. It is also used for public safety purposes as well as federal funding.

Upon completion of the local listing, confirmation notices were sent to all those registered voters who were not reported as living in Needham on January 1st. Those voters who proved residence were reinstated; those voters who responded with notification of a residence outside of Needham were removed from the voting list; and those voters who did not respond to the confirmation notice were placed on the inactive voting list. The inactive voter status remains until the conclusion of the second biennial state election at which time those inactive voters are removed from the Town of Needham voting list. Names were also removed because of death and other changes in voting status. Upon completion of the revision, the total number of registered voters was 18,593 plus 900 inactive voters equaling 19,493 total.



### FY04 FORECAST:

|                            |                           |
|----------------------------|---------------------------|
| Special Town Election:     | Tuesday, November 4, 2003 |
| Fall Special Town Meeting: | Wed. Nov. 12, 2003        |
| Annual Town Census:        | January 1, 2004           |
| Special State Primary:     | Tuesday, February 3, 2004 |
| Special State Election:    | Tuesday, March 2, 2004    |
| Presidential Primary:      | Tuesday, March 2, 2004    |
| Annual Town Election:      | Tuesday, April 13, 2004   |
| Annual Town Meeting:       | Monday, May 3, 2004       |

## TOWN CLERK

*Theodora Eaton, Town Clerk*

The position of Town Clerk extends back to biblical times when they were considered scribes or scholars and their writings became the historical records of the times. Today the Town Clerk's Office continues as the official record

keeping center in local government providing a wide variety of services to the general public as well as local, state and Federal government. The major functions mandated by State and Federal statutes and Town By-Laws include records management, registration and certification of vital statistics, voter registration, licensing, compilation of the annual census and street/voting lists, Board of Appeals and Planning Board decisions, and the most complex - those relating to elections and Town Meeting.

The Town Clerk's Office is often considered the core of local government serving as the central information point for local residents. More recently, the Town Clerk's Office has also become a Passport Agency for the U. S. Department of State and Commissioners to Qualify Oath of Office.

**During FY03, the following elections and Town Meetings were held:**

|   |                             |
|---|-----------------------------|
| State Primary:  | Tuesday, September 17, 2002 |
| State Election:   | Tuesday, November 5, 2002   |
| Special Town Mtg.:  | Monday, November 13, 2002   |
| Annual Town Election:   | Monday, April 14, 2003      |
| One Precinct Election: To Break Tie Vote for write-in candidates for Town Meeting Member in Precinct A) | Tuesday, April 23, 2003     |
| Annual Town Meeting:  | Monday May 5, 2003          |
| Special Town Meeting:   | Monday, May 12, 2003        |

The Special Town Meeting in November disposed of 35 articles in one session, the Annual Town Meeting in May disposed of 73 articles in four sessions, and the Special Town Meeting within the Annual Town Meeting disposed of 6 articles.

### FY03 HIGHLIGHTS:

At the 2003 Annual Town Election, voters approved the following Proposition 2 ½ ballot questions:

1. A debt exclusion for construction of a new library in the amount of \$15,700,000;
2. A general override for the School Department in the amount of \$2,009,318;
3. A general override for Public Safety in the amount of \$300,000; and
4. A general override for road maintenance in the amount of \$150,000.

The 2003 Annual Town Meeting voted unanimously to amend the Town's General By-Laws changing the date of the annual town election from the second **Monday** in April to the second **Tuesday** in April so that all elections in Town will fall on a Tuesday. Town Meeting also approved a \$51,300,000 appropriation to fund the architectural design, engineering, addition, construction, and/or reconstruction of the Needham High School with the understanding that this vote would be placed on the ballot before the end of FY04.

The following statistics were compiled during FY03:

### VITAL STATISTICS

#### Births to Residents:

|                              |            |
|------------------------------|------------|
| 7/1/02 - 12/31/02            | 175        |
| 1/1/03 - 6/30/03             | <u>165</u> |
| <b>Total Needham Births:</b> | <b>340</b> |

#### Deaths:

|                  | <b>Residents</b> | <b>Non-Residents</b> |
|------------------|------------------|----------------------|
| 7/1/02- 12/31/02 | 154              | 114                  |
| 1/1/03 - 6/30/03 | <u>146</u>       | <u>96</u>            |
|                  | 300              | 210                  |

**Total Deaths Recorded: 510**

#### Marriages:

|                                  |            |
|----------------------------------|------------|
| 7/1/02 - 12/31/02                | 65         |
| 1/1/03 - 6/30/03                 | <u>60</u>  |
| <b>Total Marriages Recorded:</b> | <b>125</b> |

#### Fish and Game Licenses Issued:

|  |     |
|--|-----|
| <b>7/1/02 - 6/30/03</b>                                |     |
| Class F1 Resident Fishing                              | 138 |
| Class F2 Resident Fishing Minor (Age 15-17)            | 4   |
| Class F3 Resident Fishing (Age 65 - 69)                | 7   |
| Class F4 Resident Fishing (70 or over) or Handicapped  | 31  |
| Class F6 Non-Resident Fishing                          | 1   |
| Class F7 Non-Resident Fishing (3 Day)                  | 1   |
| Class F8 Resident Fishing (3 Day)                      | 1   |
| Class F9 Non-Resident Citizen Minor (Age 15 to 17)     | 0   |
| Class H1 Resident Citizen Hunting                      | 20  |
| Class H2 Resident Citizen Hunting (Age 65 - 69)        | 1   |
| Class H3 Resident Citizen Hunting, Paraplegic          | 1   |
| Class H4 Resident Alien Hunting                        | 2   |
| Class H5 Non-Resident Hunting, Big Game                | 0   |
| Class H6 Non-Resident Hunting, Small Game              | 0   |
| Class H8 Resident Minor Hunting (Age 15-17)            | 0   |
| Class H9 Resident Commercial Shooting Preserve (1 day) | 0   |
| Class S1 Resident Sporting                             | 26  |
| Class S2 Resident Sporting (Age 65 - 69)               | 4   |
| Class S3 Resident Citizen Sporting (Age 70 or over)    | 28  |
| Class T1 Resident Trapping                             | 1   |
| Class T2 Resident Trapping Minor (Age 12-17)           | 0   |
| Class T3 Resident Trapping (Age 65-69)                 | 0   |
| Class DF Duplicate Fishing                             | 1   |



|  |            |
|--|------------|
| Class DH Duplicate Hunting                         | 1          |
| Class DS Duplicate Sporting                        | 1          |
| Class DT Duplicate Trapping                        | 0          |
| Class M1 Archery Stamp                             | 18         |
| Class M2 Massachusetts Waterfowl Stamps            | 16         |
| Class M3 Primitive Firearms Stamp                  | 13         |
| Class W1 Wildland Conservation Stamp Resident      | 204        |
| Class W2 Wildland Conservation Stamp, Non-resident | <u>2</u>   |
| <b>TOTAL</b>                                       | <b>522</b> |

|  |            |
|--|------------|
| Paid to Division of Fish/Game for Licenses | \$6,090.50 |
| Paid to Town Treasurer in Fees:            | 316.10     |

#### **Dog Licenses Issued:**

**7/1/02 - 6/30/03**

|                                  |              |
|----------------------------------|--------------|
| Male and Female Dogs @ \$15.     | 205          |
| Spayed and Neutered Dogs @ \$10. | 2,212        |
| Kennels @ \$ 25.                 | 36           |
| Kennels @ \$ 50.                 | 10           |
| Kennels @ \$100.                 | 1            |
| Hearing Dogs - No Charge         | 0            |
| Seeing Eye Dogs - No Charge      | 1            |
| Transfers @ \$1.00               | 2            |
| Prior Years' Licenses            | 18           |
| Replacement Licenses @ \$1.00    | <u>18</u>    |
| <b>TOTAL</b>                     | <b>2,503</b> |

#### **Paid to Town Treasurer for FY03**

|                      |             |
|----------------------|-------------|
| Dog License Fees:    | \$26,932.00 |
| Liquor License Fees: | 27,682.50   |
| Other License Fees:  | 18,301.50   |

|                                 |                     |
|---------------------------------|---------------------|
| Miscellaneous Fees:             | 82,208.02           |
| Passport Application Fees:      | <u>5,670.00</u>     |
| <b>Total Receipts for FY03:</b> | <b>\$167,200.62</b> |

The Town Clerk's Office is oriented to serve the public and is open daily from 8:30 A.M. until 5:00 P.M. Monday through Friday and from 7:30 P.M. until 9:00 P.M. on the second and fourth Tuesday evenings except for July and August when the office is open from 7:30 P.M. until 9:00 P.M. on the third Tuesday.

#### **FY04 FORECAST:**

With a Special Town Election on November 4, 2003 and a Special Town Meeting on November 12, 2003, this fall promises to be a busy year. The Proposition 2 ½ debt exclusion for the Needham High School has been scheduled for November 4<sup>th</sup>, which will ask Needham voters to approve \$51,300,000 for the Needham High School.

As a result of the resignation of State Senator Cheryl Jacques effective January 4, 2004, a Special State Primary and Special State Election is scheduled for Tuesday, February 3, 2004 and Tuesday, March 2, 2004 respectively. In addition, the office will conduct the annual town census in January 2004, the Presidential Primary on March 2, 2004, and the annual town election on the second Tuesday in April. And last but not least, the preservation project will continue with the restoration and de-acidification of the Town's ancient public record volumes dating back to the early 1700s.

## **PERSONNEL BOARD**

*John Dennis, Chairman*  
*Patricia Forde*  
*Vivian Hsu*  
*Richard Lunetta*

## **PURPOSE**

The Personnel Board is made up of five members appointed by the Town Moderator for a term of three years. Under Needham's Consolidated Personnel By-Law, the Board is charged with maintaining the personnel system of the Town through annual formulation of a classification and compensation plan, institution of staffing controls, establishment of recruitment standards, and adjudication of personnel grievances. In addition, the Board promulgates administrative orders to further the purposes of the Consolidated Personnel By-Law and monitors administration of the By-Law by the executive branch of the Town's government. As a standing committee of Town Meeting, the Personnel Board advises the executive branch on collective bargaining issues and makes recommendations

to Town Meeting relative to By-Law changes and collective bargaining agreements. The Personnel Board continues to strive for personnel policies and compensation plans that are fair and equitable to Town employees and mindful of the financial constraints faced by the Town.

## **FY03 HIGHLIGHTS**

Among its many accomplishments, the Board:

- Continued its ongoing program of reviewing the classification and compensation of all titles in the Town service at a minimum of five year intervals by reviewing the professional/technical titles. This particular review involved analyzing over forty (40) job descriptions, performing a compensation survey, and utilizing staff and Olney Associates to appropriately classify positions.
- Heard and approved several requests to authorize hiring above the minimum step.
- Heard and approved requests for merit bonuses and requests for merit step increases under the Board's merit compensation program.
- Heard testimony and rendered decisions relative to employee grievance appeals.

- Heard and acted on several requests for reclassification of various positions within Town service.
- Heard and acted on reorganization requests from Departments that included implementing different sections of the Town's personnel schedules.
- Recommended general wage increase and collective bargaining articles to Town Meeting.
- Recommended Elected Officials' salary article to Town Meeting.

## **FY04 FORECAST**

In FY04, the Board will:

- Conduct a classification and compensation study of all Management Titles and make appropriate recommendations thereon to Town Meeting.
- Create and implement a program fostering a greater

- understanding of the purpose and application of the Town's classification and compensation system.
- Recommend collective bargaining articles to Town Meeting.
- Continue to review all merit step and merit bonus requests for non-represented personnel.
- Continue to review employee grievances as appropriate.
- Continue to review and update personnel policies to maintain consistency with state and federal law.
- Review the Town's pay for performance program and look at extending the program to non-management personnel.
- Continue to offer training working with the Personnel Department in several areas, including FMLA, ADA, and other relevant personnel areas.
- Recommendation of classification and compensation study of professional and technical titles to Special Town Meeting, November 12, 2003.

---

## **LEGAL DEPARTMENT**

*David S. Tobin, Town Council*

### **PURPOSE**

The Legal Department of the Town of Needham provides legal advice to the Town Departments, attends all sessions of town meetings and Selectmen's meetings, and meets with other boards when requested. The Legal Department drafts and approves all contracts when requested, represents the Town in the courts and before administrative agencies, and assists in the drafting of legislation, by-laws and regulations.

### **FY03 HIGHLIGHTS**

During FY03, commencing July 1, 2002 and ending June 30, 2003, in addition to the advice given to Town officials on a daily basis, Town Counsel accomplished the following:

Town Counsel represented the Town, its boards and/or officers and employees in various courts and before various

administrative agencies. It handled all related litigation matters, unless covered by a contract of insurance. Town Counsel negotiated, drafted, approved, interpreted and/or assisted in resolving conflicts with respect to numerous contracts for the Board of Selectmen, Finance Department, Permanent Public Building Committee, Municipal Building Maintenance Board, School Department, Department of Public Works, Park and Recreation Commission, Personnel Department, Planning Board, Board of Health, Fire Department, Board of Assessors and Conservation Commission. The Legal Department advised the various Town officials, agencies, boards and commissions on legal matters as they arose. The Legal Department engaged and worked with outside counsel to represent the town in the following matters:

- Labor relations
- Litigation
- Issuance of CATV franchise licenses.

### **FY04 FORECAST**

In FY04, Town Counsel shall continue to provide legal services to town agencies at a reasonable cost.

---

## **MODERATOR**

*Michael Fee, Moderator*

The Town Moderator presides over Needham's representative Town Meeting, a "citizen legislature" which under Massachusetts law and our Town charter holds the ultimate authority over all municipal affairs. For example, Town Meeting must decide each year how much money will be spent on all Town services, including schools, public works, and public safety as well as how much will be spent

on our public facilities. Town Meeting's approval is also required to adopt or amend zoning by-laws and at least two-thirds of the Town Meeting must approve the issuance of bonds and the corresponding assumption of debt.

During the Annual Town Meeting in May 2003, Town Meeting Members addressed a full warrant in four sessions. In November 2003, Town Meeting Members met in a Special Town Meeting. During 2003, I had the pleasure of



appointing four new members of our Finance Committee, each of them thoroughly talented and willing to share their professional expertise with their fellow citizens of Needham.

Town Meeting Members have now had access to the "Needham Town Meeting Handbook" that I authored and distributed with financial assistance of the Richard Patton Melick Foundation for over five years and the Handbook appears to have improved the Town Meeting Members' knowledge of our procedures and rules. The implementation of a new town government web site has also increased the flow of information to Town Meeting Members, including electronic access to the meeting warrants. I have continued my practice of setting aside a day to lecture juniors at Needham High School during their program of study on local government. Prior to the Warrant Meetings sponsored by the Needham League of Women Voters, the League helped arrange an orientation session I

conducted for newly elected Town Meeting Members. I have continued my practice of being active in the Massachusetts Moderators Association, where I serve as a member of the Board of Directors.

The Moderator receives absolutely no appropriation and thus there are no expenditures of public funds to describe. I encourage town residents to become involved in some aspect of our community government, including running for a position as a Town Meeting Member. In addition, ample opportunities are available for service on one of our numerous volunteer committees. The Moderator appoints all members of the Finance Committee and the Personnel Board and several members of other boards and committees. I am proud of the citizens I appointed to serve their fellow citizens in various positions during 2003. Any citizen who wishes to be considered for a position on one of these bodies should feel free to contact me.

---

## EDUCATION

### PUBLIC SCHOOLS

*Donald B. Gratz, Chairman*

*Jeff Simmons*

*Karen Price*

*Susan Welby*

*Paul Denver*

*Irwin Silverstein*

*Gary Crossen*

### PURPOSE

The School Department services the educational needs of this community, from pre-schoolers to senior citizens. Our primary function is to advance the learning and achievement of students in kindergarten through grade 12 in a comprehensive and sequential program of studies. The School Department continues to enforce the School Committee's Vision Statement that captures the successful working relationship between this Town and its schools: A community and school partnership that • creates excited learners • demands excellence • fosters integrity.

### SYSTEMWIDE DEPARTMENT HIGHLIGHTS

### FINE AND PERFORMING ARTS

*NHS Gallery: 2002 – 2003 • First Opening: AP Portfolio Display • Needham Art Association Exhibit • Alumni Artwork • NHS Semester Courses • Haitian Art Exhibit • Art 1 and Art 2*

*ExhibitGrants • NHS DOE Grant: Music Technology/MIDI Lab \$100,000 • Pollard Middle School NEF Grant: \$15,000 for Midi Lab • Art NEF Grant: Elementary Connections/ Integrating the Arts \$3500 • Music NEF Grant: Elementary Choral • Chorale Grant: March Assemblies (Francisco Nunez) \$3500 • Mitchell Multi-Cultural Mural: NEF Grant \$3500*

*Events: • Marching Band and Color Guard participated in the annual University of Massachusetts Band Day • Townscapes Exhibit at Needham Town Library • Pollard After School Program • NHS Jazz Band members participated in the Junior District Jazz auditions • Southeast Junior District Music Festival • Winter Concerts • Student Honors: Southeast Senior District Festival • Boston Globe Scholastic Art Awards • Celebration in honor of Dr. Martin Luther King, Jr. • Elementary Honors Band • High School Concert Band and Jazz Band • National Honor Choir • Jazz Competition • NHS presentation of "Pajama Game" • Banderama • The Boston College Jazz Band, the Pollard Jazz Band and the NHS Jazz Band Festival • Student Artwork Exhibits - Townwide • Pollard Treble Choir • Annual Festival of the Arts - All levels*

### GUIDANCE DEPARTMENT

#### *High School*

1. A complete restructuring of the HS Guidance service delivery model was studied and a new model consisting of five, full-service Guidance Counselors and two Personal Counselors (Social Workers) was adopted. It will permit more expedient service delivery to students and parents and greater attention to the postsecondary needs of the juniors and seniors. Counselors Tom Dorney, Mike Higashi, Hugh Gallagher, Julie Bragg, Will Grannan, Dianne Yearwood and Jennifer Roberts have all participated in planning sessions and workshops which guaranteed the continuity and efficacy of services during the transition period.

2. Under the leadership of Jennifer Roberts, a Women's Coalition was formed which contributed to a new sexual harassment policy, re-designed Freshman seminar

presentations on Sexual Harassment, and created a Sexual Assault Awareness Day.

#### *Middle School*

1. Counselors Nicole Audette, SueEllen Schwam, Joel Neiditz and Mark Yetman organized the administration of a bullying and harassment survey to all Pollard students, aided in interpreting the results, and presented a workshop on the survey results and its ramifications to the Pollard Middle School staff, geared to assist the staff to recognize and respond to incidents of bullying and harassment in the school setting.

2. Under the leadership of Counselor SueEllen Schwam, an evening program for parents was presented by Rachel Simmons, author of Odd Girl Out, which was followed by daytime presentations at the Pollard Middle School for the girls in grades 5-8. Nicole Audette, Joel Neiditz and Mark Yetman helped design an equivalent program which operated simultaneously on the topic of "Bullying and Harassment" for the Pollard Middle School boys.

#### *Elementary*

The Elementary Counselors (Kate Kastritis, Janie Skolnick, Katy Reid, Catherine Maas, Margaret Petrovich, Andrea Hartnett, Emilie Green and Tom Denton) have been working collaboratively with their respective building teachers to support the various Social Emotional Learning initiatives designed to create classroom and school environments which will enhance, respect, and maximize the learning process.

### **HEALTH AND PHYSICAL EDUCATION**

#### *Course Essentials/System-wide Curriculum Data Base*

Course essentials for all areas of our curriculum were developed and entered into the systemwide curriculum database. Teachers are using the course essentials to develop assessments, guide their teaching and prepare their lessons.

#### *Technology*

The department has again applied for a grant that will help fund a project using hand held computers (Palm Pilots) to assess student performance in physical education classes. The project will allow physical educators to use Palm Pilots and Learner Profile Software to collect data about their students during various activities for assessment of individual performance and skill mastery.

With Learner Profile, the department will be able to develop its own assessments. The Palm Pilots will be programmed to record progress on standards-based K-5 scope and sequence. Assessments will include expectations for student learning in a variety of areas including motor skills, social and emotional skills, cognitive skills, and the application of skills to fitness, rhythms and dance,

adventure, and games. The data will be downloaded from the Palm Pilot to a database where it can be manipulated and analyzed to inform instruction, evaluate program objectives, help students set goals, and generate student reports for teachers and parents.

In addition to our hand held assessment project, teachers continue to become more adept at using technology in their health and physical education classes. For example, the middle school physical education staff created a video that highlights their program. They shared this video with parents at their open house in the fall. The department hopes to have a web page completed during this upcoming school year.

#### *Wellness Programming*

The elementary health and physical education staff has done an exceptional job at planning and implementing special wellness programming for the students and their families. Some of these teachers were given .1 FTE of wellness time through the health protection grant. This grant was cut from the state budget in September of this past year. Fortunately, the system continued this practice for the current year but will not in the future.

With this time, teachers have planned and implemented many wonderful programs for their school communities. The purpose of these programs has ranged from addressing some very specific needs to creating opportunities for community building and fun. Examples include addressing bullying at Mitchell, the creation of a safety patrol at Broadmeadow, the spooky bike ride and a visit from the Revolutions Soccer Team at Hillside, the May-rathon at Newman, and the integration of dance and brain based learning at Eliot.

The Middle School Staff formed a book club. Books were specifically chosen that focused on the life of adolescents. The goal was to learn more about our students and their struggle to be healthy. The process provided a wonderful catalyst for talking about our work with adolescents and for sharing strategies for working with this age group.

The High school staff read and discussed the book, Partners In Learning. The book provided a wide range of instructional strategies for creating and building a safe learning environment for high school students. Once again, the process of reading the book and using meeting time to discuss teaching strategies and share success stories proved to be a rich experience for everyone involved.

The elementary staff met weekly and targeted a wide variety of different topics to discuss at department meetings. One very successful use of staff time was sharing our best practices. We also spent time revising our curriculum maps, developing grade level assessments, sharing ideas about the use of technology, and planning special programming.



## MEDIA AND TECHNOLOGY DEPARTMENT

The Educational Technology Center, a district office, relocated to the Broadmeadow School with facilities for receiving, inventorying, repairing and storing equipment, as well as a computer training facility.

- The ETC technical staff provided technology design input for the Eliot and High School renovation projects.
- The school district's technology plan was updated and presented to the School Committee and the town's Technology Advisory Committee. It can be accessed at [www.needham.k12.ma.us/tech\\_plan/tech-plan-03](http://www.needham.k12.ma.us/tech_plan/tech-plan-03)
- Seventy-seven teachers attended Tech Camp, a summer institute, to further develop curriculum and technology integration projects for the classroom.
- The computer inventory, for schools other than Broadmeadow, was not updated. There were no capital funds available from the town to replace seven-year-old computers.
- Media and Technology units of study, K-12, were completed for the school district's online curriculum database.
- The management of the school district's Student Information System was reassigned from the Data Processing Department at Town Hall to School Administration, specifically the Media and Technology Department.
- The town's Technology Advisory Committee hosted an informational meeting on the schools' computer platform, the Macintosh.

### *Elementary Media and Technology*

- The Broadmeadow school renovation included a technology infrastructure for data, video and voice, and an inventory of 190 computers with several educational software licenses.
- The grade four keyboarding program, piloted in 2001-2002, was implemented in every grade four classroom. The NEF was a contributor to this initiative.
- Grade four elementary students participated in The Jason Project, an interactive online science curriculum.
- Multimedia on the Move was an NEF grant that provided portable multimedia carts of computer equipment for Newman classrooms.
- The Mitchell Media Center web site contains many resources to support the K-5 school curriculum. [www.needham.k12.ma.us/mitchell/media\\_center/default.html](http://www.needham.k12.ma.us/mitchell/media_center/default.html)
- The Hillside Elementary School web site was redesigned to reflect the school atmosphere. PTC members and students were active contributors. [www.needham.k12.ma.us/Hillside/default.html](http://www.needham.k12.ma.us/Hillside/default.html)
- Newman Elementary School's project based learning with technology can be viewed at

[www.needham.k12.ma.us/newman/learningmaps/learningmaps.html](http://www.needham.k12.ma.us/newman/learningmaps/learningmaps.html)

### *Pollard Media and Technology*

- The ten additional classrooms (modular) at Pollard included data, video and voice infrastructure and instructional equipment to support the classroom curriculum.
- Pollard Middle School students used portable laptop computers for research and school projects. The overcrowding at Pollard means that computer labs are not always accessible for integrated technology projects. The laptops create more opportunities to schedule technology activities.
- A teacher research team was formed to assess student information skills and writing skills in project based learning situations. A survey was developed to track these experiences during the 2003-2004 school year.
- Students in the On-the-Air technology elective produced a video chronicling the Pollard/Fujinomiya student exchange program.
- The Pollard school web site was redesigned and updated. It can be viewed at [www.pollard.needham.k12.ma.us/](http://www.pollard.needham.k12.ma.us/)

### *High School Media and Technology*

- The high school media center web site was redesigned to include the instructional technology program, the library program and the writing lab program. [www.needham.k12.ma.us/high\\_school/media/index.html](http://www.needham.k12.ma.us/high_school/media/index.html)
- Three high school teachers successfully piloted the use of online courseware through Blackboard.com. The online course materials enhanced the classroom program with threaded discussions and online resources.
- The DOE funded a competitive technology grant that partnered Needham High School and W. Roxbury High School to provide music technology facilities, curriculum and professional development in both high schools.
- The NEF large grant category funded a laptop cart of wireless computers for use in high school science labs, where flexibility of use is critical to the instructional program.

## METCO

### *Academic*

- Students given late bus passes and commuter rail tickets to provide access to academic school-based support as well as extra-curricular activities e.g. tutoring, homework clubs, study groups, mentoring, extra help from teachers.
- After School Assistants at elementary and middle school levels coordinate, supervise and provide direct support to enable students to connect with academic resources, co-curricular opportunities and transportation e.g. homework club, teachers, study groups, Student Council.

- Mentor Program for Pollard students of color continued to provide outreach and support for students' academic achievement with opportunities for relationship building, positive peer interactions, homework assistance, and family involvement.

- Personal, one-on-one tutoring available for NHS METCO students in Math, SAT Prep, English, and World Languages.

- Using a Standards Based Approach, METCO staff, working in collaboration with Needham elementary teachers, conducted a summer school program in Boston for entering kindergarten and grade one students. This comprehensive program included pre/post assessments, grade level appropriate reading, math instruction, home literacy training, and field trips.

- MDA Youth Conference afforded the opportunity for METCO high school, and middle school students to network with students from other METCO districts, attend workshops on study skills, self-esteem, and anti-racism.

- EMI (Empowering Multicultural Initiatives) collaborative membership provided resources to promote systemic antiracist practices and culturally relevant teaching through staff training and leadership development. In addition, as a district, the Needham DLT (Diversity Leadership Team) planned and sponsored seminars for EMI grads as an ongoing effort to make available multicultural professional development e.g. Rev. Dr. Andrea Ayzajian, an expert on interracial relations and racial identity gave a fall seminar for EMI course graduates to motivate and inspire educators commit to being change agents to advance social justice and close achievement gap; Mike Feldstein, Newton educator, presented a workshop and materials to support culturally relevant curriculum transformation.

#### *Multicultural/Antiracism*

- Antiracism (building/level-based) Workshops for all new Needham teachers and staff was coordinated by DLT (Diversity Leadership Team) and facilitated by EMI course graduates. Using EMI materials participants received up to four hours of introduction antiracism training for the purpose of raising awareness and sensitivity.

- "Kakilumbe-Celebration of Culture through Dance, Artist-in-Residence Program" (NEF) was implemented at the Eliot Elementary School. METCO provided coordination, consultation and materials. The goal of this school-wide project was to have students and teachers enhance their multicultural understanding; learn history and social traditions through the African Kakilumbe dance experience and use African dance to complement the wellness curriculum at Eliot School.

- Elementary Schools, with support from the Family Friends Coordinators and METCO staff, provided cross-cultural

activities on early release days and after school e.g. fun and games afternoon, movies, African Drum presentation. Additional transportation resources are provided by METCO.

- Dr. Martin Luther King, Jr. Choir, a school-based multicultural, interfaith, multigenerational chorus, provided an opportunity for school and community to learn gospel and spiritual songs from the African-American tradition. Under the direction of Dr. John Weeks, Minister of Music, 12th Baptist Church, Boston, the MLK Choir culminated their season at St. Joseph's Church in Needham with a spirited presentation at the 9th annual MLK town-wide celebration.

- NHS Multicultural Club established to provide a forum for dialog regarding valuing differences and ways to outreach and support students of color. The club also engaged in efforts to coordinate activities to celebrate diversity, and collaborate with other high school clubs in the advancement of social justice initiatives.

#### *FY03 GOALS/OBJECTIVES AND ACTIVITIES*

*Goal I:* Construct and implement Multicultural Initiatives.

*Objective:* Curriculum Transformation.

*Activities:* • Support the establishment of a Multicultural Center at Newman School.

*Population served:* NPS elementary teachers and students,

*Results:* Books/materials available to incorporate diversity into curriculum.

- Provide a multicultural curriculum consultant to advise and critique 5th grade social studies teachers and materials in connection with the re-writing of American Revolution Unit to reflect/include diversity and other "voices."

*Population served:* 5th grade teachers and students, system-wide, *Results:* 5th grade American Revolution Unit rewritten to include multicultural perspective.

*Objective:* Promote Multiculturalism/Diversity.

*Activities:* • Using METCO as a lens to explore race/racism issues in an educational context, continue to provide EMI grad facilitated, antiracism workshops (2-3 hours required) for all new Needham staff system-wide by levels.

*Population served:* All new Needham staff *Results:* Increase awareness, sensitivity, antiracist thinking.

- Resources and advice will be provided for NHS Multicultural Club to go via bus on an educational/cultural trip to Harlem, N.Y. Students and chaperones tour neighborhoods, go to theatre, and art museum.

*Population served:* NHS students *Results:* increase awareness, cultural understanding.

*Goal II:* Establish and Implement practices that Improve Academic Achievement.

*Objective:* Improve Academic Achievement.



*Activities:* • Continue using member benefits via EMI (Empowering Multicultural Initiatives) affiliation, to provide antiracism professional development for teachers and administrators; models for increasing academic performance; best strategies for effective classroom practices, consultation for culturally inclusive curriculum reform; student retreats; speakers and other resources to raise academic achievement.

*Population served:* Students K-12, NPS and teachers, administrators, *Results:* increase academic performance as measured on report cards, MCAS, ERB, and student portfolio.

•EMI Graduates Seminar Series provide speakers/researcher to inform and motivate staff to advance antiracism/multicultural strategies; effective classroom instruction; mentor programs and projects to close achievement gap.

*Population served:* EMI graduates *Results:* Collegial support/network, increase academic achievement.

• Provide resources and coordination for on-site, private, one-on-one tutoring (ELA, Math, Science, Foreign Language) for METCO students.

*Population served:* METCO Middle and High School students. *Results:* improved academic performance.

• Teachers and administrators will attend the 18th Annual MDA (METCO Director's) Conference, November 15th, conferees will hear keynote speaker and participate in various workshops to promote high standards/expectations for students of color; raise awareness and educational advancement.

*Population served:* NPS Teachers and administrators. *Results:* Information and training.

• Give letters for academic excellence, awards and other recognition for honor roll, perfect attendance, academic improvement.

*Population served:* METCO students. *Results:* Motivation, self-esteem.

## WORLD LANGUAGES

• The World Language Program was re-structured into separate High School and Middle/Elementary programs with a half-time director overseeing each. • An external review of the World Language Program was commissioned by the Central Office. • The staff of both the High School and the Elementary/Middle School Programs began to examine standards-based teaching and learning. • The Department Chairs of both the High School and the Elementary/Middle School programs developed and oversaw a course in standards-based instruction in June 2003.

• Mandarin I was offered for the first time at Needham High School. • Mrs. Yu-Wen Wang, Mandarin Teacher at the High School, hosted a Chinese New Year Celebration in January 2003. • German was eliminated at the High School and Middle School levels. • Grade 8 exit assessments were developed and administered for the first time. • The High

School hosted a French Exchange group in November 2002. World tensions caused an indefinite postponement of the return visit. • Planning began for an interdisciplinary (with Social Studies and Science) Costa Rica Study Abroad Program.

## SCHOOL HIGHLIGHTS

### BROADMEADOW SCHOOL

The 2002-2003 school year brought many important changes to the Broadmeadow School community. Students began the school year at the Caryl School in Dover. Just prior to the December break, students moved back to Needham, and the new Broadmeadow School opened on January 2, 2003. On April 6, 2003, the school held its Dedication. Broadmeadow now includes the families of 450 students.

During February vacation, "Art in Architecture" sculptor, Emil Birch, and a host of volunteers began the painting of the entrance hall mural and mounting of the Charles Wyckoff Memorial Sculpture. This was the culmination of a three-year project which includes student designed images and ceramic tiles.

*Literacy:* • Implement the Balanced Literacy Approach. All students (K-5) will make at least one year's growth in reading and writing. • Continue with Project Read Phonology training for all teachers, Special Education assistants and interns (K-2). • Meet to review 2002 ERB and MCAS results and write Individual Student Success plans, as needed. • Have Reader's Workshop (60 minutes/day) and Writer's Workshop (60 minutes/day) in grades 1-5.

*Mathematics:* • Learn to compute, develop problem-solving strategies, reason logically, communicate ideas, apply math to real-life situations, and connect it to other disciplines. • Fully implement the Investigations program and continue to determine which concepts listed in the scope and sequence charts need to be supplemented with other materials teachers need to become knowledgeable about the content. Student understandings will become cumulative from one year to the next. • Continue Investigations training for teachers. • Develop a training module for new teachers. • Provide in-service training workshops for interested staff. • Create end-of-year assessments to be used to measure student mathematical achievement based on grade level scope and sequence charts. • Use end-of-year assessments to inform instruction in September. • Develop remediation plans for students who fail MCAS mathematics sections. • Teachers will develop Standards-Based plans for math instruction.

#### *Science and Technology*

• Align curriculum and instruction with NPS and State Standards. • Implement the Alpha Smart Keyboarding strategies for grade four. • Plan for successful



implementation of the Jason Foundation Science program with the three Broadmeadow participants and the district team. • Train teachers (summer 2002), join the NEON technology team, and work with web-master to continually update the Broadmeadow web site. • Hire a technology instructional specialist for the 2003-2004 school year.

#### *Wellness*

• Provide staff members with additional strategies to use with behaviorally challenging children. • Foster an active, healthy lifestyle for all students, parents and staff. • Continue establishing physical education portfolio assessments • Continue the bicycle education and rodeo program at the third grade level. • Re-establish the Wednesday Walking for Wellness program. • Present interactive health fair and family fitness night. • Continue K-5 school dance event as a culminating activity for this physical education unit. • Continue Safety Patrol Program involving Grade 5 students. • Participation by parents in Community Connections Understanding Race and Racism to Impact School and Community Culture. • Provide opportunities for students and their families to perform Community Service projects.

### **ELIOT SCHOOL**

High Rock had been home to the John Eliot School since July of 2002. Reopening of the new school on Wellesley Avenue will take place in February 2004. Presently, Eliot is a small school of just under 280 students, but will be expanding to approximately 340 students once redistricting is complete in September of 2004.

The foundation of a school centers around curriculum and instruction. To that end, the School Improvement Plan defines the mission of the school, and sets objectives for achievement. The Eliot School Improvement Plan embraces the systemwide objectives; however, the school community developed three essential questions to encompass these goals. Eliot's essential questions are as follows:

1. How do we prepare students to become proficient and life-long learners?
2. How do we support all of our students as they face social, emotional and academic challenges?
3. How do we create a school culture that promotes a sound learning environment for the entire Eliot School Community?

To learn more about the specifics of Eliot's School Improvement Plan, the means of accomplishment and evidence of achievement, please visit the school's web site. [www.needham.k12.ma.us/Eliot/default.html](http://www.needham.k12.ma.us/Eliot/default.html)

### **HILLSIDE SCHOOL**

• The DRA (Developmental Reading Assessment) was administered to all students in grades one through three in the fall.

• This year, Hillside School received an NEF (Needham Education Foundation) grant to have writer-in-residence, Barry Lane, work with staff for two days. Teachers believe student writing has improved significantly and appreciate the fact that students throughout the school are learning the same vocabulary

• A proposal has been set forth by the elementary principals for professional development to look at literacy with an emphasis on writing.

• This is the first year of full implementation of the Investigations math program. All grade levels will be assessed at the end of the year. The assessments have been designed to assess skills from each grade's scope and sequence chart. These assessments will be scored at the close of school and results will be available in September.

• Through the EASE program, students had the opportunity to take an engineering class after school run by students from Olin College.

• Teachers have continued to teach "Easing the Teasing" strategies in their classrooms.

• An NEF grant has been funded to: Support the Social and Emotional Learning summer course; provide a stipend for trained Newman Staff to train Hillside's entire staff in Morning Meeting, a part of the Responsive Classroom program; purchase Second Step kits to pilot in grades K, 1, and 2; and literature circle sets for students in grades 3, 4, and 5 which infuse social and emotional learning into our curriculum.

• Principals are currently in discussion with Walker School about in-service programs to better train staff in best practices to handle difficult student behavior.

• All schools surveyed teaching staff using the organizational Health Inventory to measure perception of current school climate.

### **MITCHELL SCHOOL**

• Mitchell teachers used two early release days for training on how to teach children problem solving skills through literature.

• Jump Up Day during the last week of school allowed all students, including incoming kindergartners, to spend some time with their new teacher and classmates before summer vacation.

• Mitchell students participated in over 40 technology projects during the year ranging from map-making to meteorology. Nearly 170 students took advantage of new computer-assisted software in reading and math.

• Mitchell fifth graders enjoyed participating in an after-school art club.

• Over 70 parent volunteers helped in the media center with collections and book-binding.

• Trained parent volunteers helped in the classroom through several programs including: Junior Great Books, Investigations in Math, CAPP, and literature circles.

• Parent views and opinions were sought through the third annual Safe School/Positive School survey. The survey was



developed by the Mitchell School Council as part of the school improvement process.

• Mitchell worked on wellness and safety through Yoga for Kids training, a Recess Safety program in the fall and a Bike Rodeo in the spring.

• Every student had an opportunity to help create six murals celebrating our diversity. The process was assisted by two professional artists.

• METCO Family Friends committee organized after-school programs that brought music, magic, and multicultural fun for a diverse group of children.

• Reading teachers facilitated an eight-week MCAS support group for students who exhibited need based on MCAS and ERB (Educational Research Bureau) testing.

• Students contributed to the community in various ways. A fourth grade classroom raised over \$1600 for charities. Students collected food for the food pantry and classroom Green Teams spent many hours picking up litter from the school grounds.

• The Mitchell staff attended informative workshops including: Differentiated Instruction, Tech Camp, Project Read, and EMI.

• PTC events range from a Fifth Grade Writing Celebration to a Used Book Fair.

• Mitchell students are fortunate to participate in memorable and informative field trips. These trips include fascinating destinations such as: Plimoth Plantation, the Boston Science Museum, the Lowell mills, the Roger Williams Zoo, the Broadwater Environmental Center, the Museum of Fine Arts, and the Make Way for Ducklings exhibit on the Boston Common.

• In school year 2003-2004, Mitchell will continue to reflect on its literacy practices with an emphasis on focused writing, particularly through the reading/writing connection.

• Next year Mitchell will also invest time and training to help us work more effectively with troubled and troubling students.

## NEWMAN SCHOOL

*Jason Project/Implementation:* Four Newman classrooms participated in the Jason Project, a model on-line science program involving all five elementary schools. Teachers participated in a three-day training in Milwaukee and a follow-up training in August at Newman. The topic, "From Shore to Sea" involved a complex analysis of the Channel Islands eco-system situated off the coast of California. • Full participation from staff who attended training • Completion of digital labs • Completion of student projects uploaded to the web • Monthly meetings, data gathering, trouble shooting • Presentation to Newman PTC • Wrap ups and outreach to the middle school • Planning for 2003-2004, conference team to Milwaukee.

*Becoming a Responsive School/Implementation:* Twenty-five Newman teachers attended Responsive Classroom week-long training. Of that group, ten teachers were

enrolled in RCII. • Summer Training • All-School implementation of morning meeting • Plan for cafeteria and playground implementation • Train school aides and office staff • Plan for the Responsive Leadership Forum, summer 2004 • Successful NEF grant to support RLF • Acceptance of teacher-trainers to summer internship placement • Successful grant proposal with the Eliot School for joint training, summer 2003 • Commitment to work with Eliot and Broadmeadow faculties in 2003-2004 • Outreach to other two schools during the year and through Rachel Poliner's coursework.

*Completion of Early Childhood Center/Improvement Survey:* The preschool was dedicated as the Early Childhood Center at Newman in the fall of 2003.

*Investigations in Number, data and Space/Implementation Year 2:* The in-service work on Investigations continued with all-system meetings where grade level teams looked at new units and shared best practice. • Full implementation of the program • Pilot of end-of-year assessment questions (results: June 2003) • Plan for math coaches for each building to better serve the needs of teachers beginning new units.

*Social/Emotional Learning/Training/Implementation:* This work included eleven Newman teachers who participated in the summer 2003 coursework. They went on to implement the Second Step program in their classrooms. They also piloted some of the OHI materials for student use in assessing classroom climate.

*Literacy: Phase II, Writing/Planning:* Beginning in January 2003, the elementary principals began to look at ways to work on a writing initiative. The group plans to build on models and work done at the Hillside and Broadmeadow Schools.

*New Diversity Team:* This partnership committee of parents and teachers grew out of the work of AVID (Accepting and Valuing Individual Diversity.) This was a planning year with one major project completed. • NEF Grant to purchase culturally diverse materials for the media center • Planning for the first annual Martin Luther King celebration • Inclusion of Newman children in the town wide MLK celebration.

## POLLARD MIDDLE SCHOOL

Pollard welcomed 1,070 students to the school in September. With space at a premium at Pollard, the addition of 10 modular classrooms at the rear of the main building provided valuable instructional space for two Grade 6 Clusters, as well as teachers in the Health/Wellness Department.

As the school continued to house a large number of staff and students, the teachers recognized the importance of building community and developing projects that brought students and staff together. Two events in particular, the Grade 8



Benefit, a talent show whose proceeds benefited the Agassiz Camp in New Hampshire; and STA Day, a week of activities aimed at heightening sensitivity, tolerance, and awareness of the struggles of humankind, were both huge successes.

In the classroom, our students continued to excel. With the assistance of a hardworking and dedicated faculty, standardized test scores were high and performance on the MCAS ranked our students above those in neighboring communities. On an individual basis, students received recognition on various fronts. Students with artistic talents were honored for outstanding work in The Boston Globe Art Festival; the Treble Choir received national attention for their performance at a Northeast competition; and a number of our students had essays and poetry published in national writing magazines.

Thanks to the tireless efforts of members of the PTC, students had the opportunity to participate in numerous co-curricular activities and assemblies. The Creative Arts Committee scheduled a wide range of curriculum related and musically based assemblies. From Poetry Night, to Greek Day, to Pyramids and Pharaohs, to Yoko Kawashima Watkins, our students' educational lives were enriched with this committee's hard work. The Pollard After School program (PAS) continued to grow, adding programs not readily available for students during the school day. Students enjoyed learning experiences that included chess, engraving/embossing, quilting, creative writing, debate, and more.

This year, Pollard's annual musical featured an upbeat middle school version of "Grease." Nearly 125 students participated in a production that sold out on both nights. Efforts are already underway to expand next year's production to three days to accommodate the many theatergoers who continue to be impressed with the theatrical talent of Pollard students.

The Needham Education Foundation continued its generosity in funding several initiatives at Pollard. Their support of a peer mediation training program helped numerous students develop valuable life skills that they will use for years to come. Their contribution to our first middle school Science Fair allowed our young scientists to display their knowledge and talents.

The school year ended with a Closing Ceremony that recognized 361 eighth graders. This celebration marked the end of their middle school experience and set the stage for their next level of education. This class will be remembered by all who taught them here at Pollard as a hardworking and terrific group of students.

## NEEDHAM HIGH SCHOOL

Needham High School continued in 2002-2003 to respond to the recommendations of the 1999 New England Association of Schools and Colleges re-accreditation report. As a member of the association, the high school has an obligation to continue to improve its adherence to the standards for accreditation. This process to improve schools systematically and continuously requires the high school principal to report on the school's progress in addressing the 93 recommendations of the NEASC visiting committee.

The town voted to build a 51 million dollar building/renovation of Needham High School. This will address all building related issues regarding the re-accreditation. That committee recognized the school by stating: "Needham High School is an excellent school. By all measures of accountability and student achievement, the students at Needham are demonstrating outstanding and rigorous achievement. The dedicated, highly able, and talented faculty and staff see to it that student needs are being met in ways that exceed the expectations of the community. The school has a rich history of accomplishments and a record of achievement which brings pride to the community."

This partial list provides a sampling of some of the outstanding and rigorous achievements:

- All students in the Class of 2003 who participated in the MCAS test as sophomores at NHS passed this state requirement for graduation. MCAS tutorials assisted those students who failed the exam originally. Several students new to NHS as juniors still need to pass the exam to ensure complete success for this class, the first one required to pass MCAS as a diploma requirement.
- Post-secondary plans for the graduates of 2003 include 91.9% continuing school, 1.2% joining the work force; 5.4% working a year before going on to school; 1.5% joining the military services.
- College testing scores, including SAT I and SATII, remain at or near the top of historical averages. The number of students enrolling in Advanced Placement courses continues to increase.
- Student participation in and recognition for student activities remains strong. The two major highlights of 2002-2003 was the Girls Ice Hockey Team defeating Dedham High 2 to 0 to win the MIAA state championship at Walter Brown Arena and the Boys Lacrosse Team defeating Amherst High School 13 to 9 to win the MIAA state championship at UMass Amherst.
- The Chess Team was undefeated in the regular-season competition.
- The Model Congress-UN club had another strong showing at the annual Harvard Model Congress convention in February. Twenty-four students, under the direction of Jennifer Bowers and Dan Hudder, from the high school participated in debate and legislation, and two students earned awards for outstanding delegate. In addition, the club grew significantly and made plans for two new conferences for 2003-2004.



Needham High School continued its work on linking its expectations for student performance to the curriculum and

assessment program. This is the major instructionally related improvement recommended by the NEASC.

---

## **FUTURE SCHOOL NEEDS COMMITTEE**

*James Lamenzo, Chair     Ann DerMarderosian,  
Mary Riddell             Roger Toran  
Jeff Simmons             Marjorie Margolis  
Loretta O'Grady         Kate Wescott*

### **PURPOSE**

The Future School Needs Committee is a town committee that annually estimates the projected student population and monitors energy usage at each school. The Committee serves in an advisory capacity to Town Meeting.

### **FY03 HIGHLIGHTS**

Completed the annual enrollment projection and report

- analysis using town census data, including projections under alternative assumptions.
- Analyzed town census data and private school enrollment trends to project kindergarten enrollment.
- 

### **FY04 GOALS**

- Complete the annual enrollment projections.
- Analyze town census data after redistricting.
- Review energy usage at each school.
- Reestablish the role and duties of the Committee due to changes in town functions and responsibilities of other committees.

---

## **MINUTEMAN REGIONAL SCHOOL**

*Jeffrey Stulin, Chairman, Needham     Stephen Kora, Bolton  
Paul Lynch, Sudbury                     Mary Shaw, Weston  
Charles Olmstead, Acton     Rosalie Barton-May, Lancaster  
Erin Phelps, Arlington             Marjorie Daggett, Lexington  
Joseph White, Belmont             Kemon Taschioglou, Lincoln  
Donna Corey, Boxborough             Nancy Weiss, Carlisle  
Phillip Cheney, Concord     Mary Ellen Castagno, Wayland  
Frank Gobbi, Jr. Dover             Alice DeLuca Stowe  
Student Representative: Samantha Siegel, Arlington*

After several years of dedicated service, three members left the Regional School Committee in 2003. The entire Minuteman Regional School District thanks James Ford of Carlisle, Colin Young of Lincoln and Betsy Connolly of Wayland for their years of service and leadership.

### **Class of 2003 Graduate Achievement Highlights**

- 91% of the Class of 2003 graduated into either college or employment in their field of study.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Cosmetology graduates passed the state board examination.
- 100% of Early Childhood Education graduates were fully certified by the state Office for Child Care Services.
- Medical Occupations graduates achieved 100% placement in either college or a job in the field.
- Science Technology graduates achieved 94% placement in either college or their field of study with 100% of

biotechnology and electromechanical engineering students attending college.

- Commercial and Human Services graduates achieved 93% placement rate in either college or their field of study with 67% attending college.
- Construction-Trades graduates achieved 97% placement rate with 17 of 47 enrolled in college and 29 of 47 entering the workplace in their field of study.
- Hannah Leahy, a Biotechnology Academy student from Needham, was honored as an Outstanding Vocational Student of the Year by the Minuteman Regional School Committee, the Massachusetts Association of Vocational Administrators, the State Board of Education and state Commissioner of Education, Dr. David Driscoll.
- A Biotechnology Academy student earned a national second place in the prestigious Presidential Scholars Program.

### **Academic Division Highlights**

- Minuteman sophomores tied for second place in Massachusetts among regional technical schools on MCAS test performance.
- Forty-five students took advantage of college level pre-calculus and calculus courses under an agreement with Middlesex Community College.
- A student earned national fourth place in the technical math competition at the Skills USA-VICA National Math Meet held in Kansas City, MO in June 2003.
- Minuteman students on the Math Team competed strongly at all levels against academically diverse groups

of area schools finishing the year ranked in first place in the state vocational conference.

- A Latin course was expanded to serve the growing number of students interested in medical careers, biotechnology and science.
- A freshman seminar course is being taught on-line with training in Internet research, writing skills, software application usage and time management.
- The Minuteman Players produced and performed a full production of Ray Cooney's British farce, *"It Runs in the Family"*.
- The Special Education Department teamed with mainstream teachers to help students achieve one of the highest levels of special education MCAS "pass" scores in the state.
- Faculty members from English, Guidance, Social Studies and several vocational fields developed Character Education curriculum for use throughout the school.

### Science and Technology Division Highlights

- The Biotechnology Academy was designated an outstanding high school program by the National Center for Career and Technical Education at The Ohio State University in conjunction with the U.S. Department of Education, Washington, DC. The Academy formed a new partnership with Harvard University Molecular Biology Laboratory and Children's Hospital and introduced three new components into its curriculum, namely bioethics, cell graphing and forensic science.
- The first state-approved high school pre-engineering program entered its fourth year. Minuteman, with the University of Massachusetts initiated college level engineering courses on Saturday mornings to serve students from local high schools.
- Electromechanical Robotics students took National Third Place in Skills USA-VICA National Competition on Team Robotics and Automation held in Kansas City, MO in June 2003.
- Environmental Science students working with the Bolton Conservation Commission developed and implemented a vernal-pool monitoring plan, creating a brochure to help educate local homeowners on the subject.
- Many new business/industry projects were achieved, including; Verizon, with after-school technology training for middle school students; Cognex Corporation providing weekly on-line interactive training on Visions Systems; GTE helping with new physics units for biotechnology; the Northeast Center for Telecommunications providing grant assistance; and a \$80,000 gift from Adept Robots for the Electromechanical Engineering/Robotics program.
- The Environmental Technology students were active in off-campus service projects for the MWRA, Cambridge Water Department, Bolton Conservation Commission, Sudbury Valley Trustees, Massachusetts Division of

Fisheries and Wildlife, U.S. Department of Fish and Wildlife, Northeastern University Marine Biology Research Laboratory, United States National Park Service, and Minuteman National Historic Park.

- Minuteman staff members are active and taking a leadership role in working with the Department of Education in developing the vocational Certification of Occupational Proficiency (C.O.P.).

### Construction – Power Mechanics – Building Trades Division Highlights

- The Automotive Technology Department won the industry's Most Outstanding Automotive Program in Massachusetts award for the fifth year in a row.
- Students in Carpentry, Electrical Wiring, Plumbing and HVAC completed construction of the three-bedroom colonial home for the Lexington Housing Authority in partnership with the Lexington Rotary Club.
- Carpentry and Drafting students designed and constructed classroom improvements for the Brooks Elementary and Middle School in Lincoln.
- The Drafting and Design Technology students completed plans for a large garage to be built by Minuteman's construction students in Lexington.
- Student teams completed the reconstruction – from design to construction and installation of the historic cannon stands for the Town Common in Belmont.
- The Automotive Technology program and the Automotive Collision Repair program earned the top honors; 5-year re-certification through the National Automotive Technical Education Foundation (NATEF).
- The Landscape Management Department won several awards, including their sixth consecutive First Place at the Annual New England Flower Show in Boston.

### Commercial and Human Services Division Highlights

- The Child Development Center and the Early Childhood Education department were re-certified by the National Association for the Education of Young Children.
- In Retail Marketing and Management, a team placed first in state level entrepreneur competition among Distributive Education students. Another student won first place in the annual Massachusetts School Bank Association's annual essay contest.
- Students hosted their annual "Breakfast with Santa" fundraiser for Children's Hospital of Boston. Through this effort over the years, Minuteman students have donated more than \$10,000 to needy children.
- The Culinary Arts Department is preparing to become a certification site by the American Culinary Federation, due to be awarded in June 2004.
- For the second year in a row, Culinary Arts students won first-place in the annual culinary competition at Newbury



College and earned \$7,000 in scholarships for enrollment at Newbury College.

- Graphics Communications students earned second and third place in a New England-wide poster design sponsored by the Printing and Publishing Council of New England.
- As a community service project a team of junior Graphic Communications students worked with the Lahey Clinic in designing and printing a 2004 calendar incorporating artwork drawn by elementary age students who are patients in the “young hearts” clinic.
- Culinary Arts Baking students won National First and Second Place in the Skills USA-VICA skills competition held in Kansas City, MO in June 2003.

### **National Honor Society**

The Minuteman Chapter of the National Honor Society proudly served the school and the community with thousands of volunteer hours maintaining a solid and diverse membership while inducting twenty-four new members.

### **Overall School Highlights**

- A new Freshmen Exploratory program was designed and implemented to ensure that members of the Class of 2007 have an opportunity to experience each of Minuteman’s twenty-three technical programs before choosing a major.
- Minuteman Regional High School proudly served as a Host Site for the 2003 state Skills USA-VICA competitions.
- A junior in the Biotechnology Academy was a presenter at Harvard University’s Junior Science Symposium at Harvard Medical School.
- New and updated college and advance credit agreements with numerous top colleges.
- Minuteman’s School to Careers Partnership has formed a Minuteman Business/Education Alliance with approximately 1,700 companies. This will allow Minuteman to facilitate student-employer projects and internship opportunities involving each of our district’s fifteen participating high schools.

- Community Education services, including After School programs for middle school students, Adult High School services, Evening and Continuing Education courses and Summer School programs and camps, provided to member town residents continued at one of the highest participation and success levels in the state.
- The Facilities Management Department completed campus renovation and facility improvement projects including conversion to gas heating, upgrading athletic fields, and renovation of the school’s swimming pool.
- Numerous staff development efforts focused on obtaining national rather than just state certification in graphics and digital media, culinary arts, and collision repair (ASE).

### **Minuteman Named 1 of Top 50 High Schools That Work in US**

Minuteman Regional High School was named one of the Top 50 schools in the *High Schools That Work* network of approximately 1,100 schools in 27 states across the country. Minuteman was the only school in Massachusetts selected for the National Top 50 recognition.

### **Dr. David Form Massachusetts Biology Teacher of the Year**

Dr. David Form, a Biotechnology Academy instructor at Minuteman Regional High School was named the 2003 Massachusetts Biology Teacher of the Year by the National Association of Biology Teachers. Criteria for selection included innovation and sharing of information through community interaction. His award read, “in recognition of excellence in the teaching of biology and service to the profession, as determined by an official committee of the Association.”

### **Continued Recognition of Automotive Academy**

The Minuteman Automotive Academy was selected by the National Automotive Youth Educational Systems program as a site for high-level career learning in the field and voted the Most Outstanding Automotive Technology Program in Massachusetts.

---

## **PUBLIC SAFETY**

### **POLICE DEPARTMENT**

*William G. Slowe, Police Chief*

#### **PURPOSE**

The police mission is the maintenance of social order within carefully proscribed ethical and constitutional restrictions. This mission contains the following elements:

- Prevention of Criminality

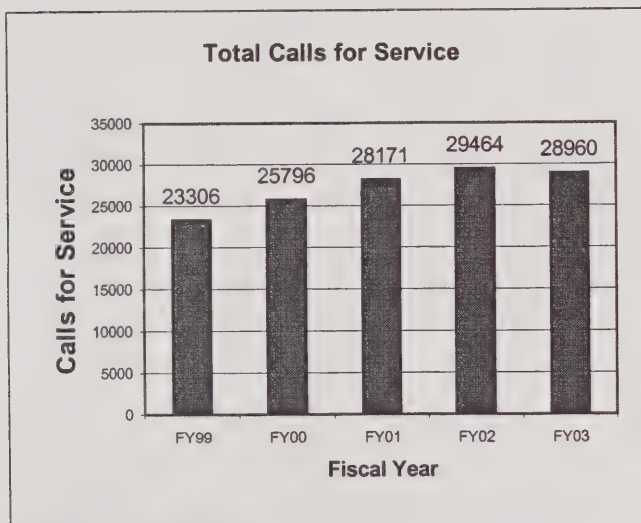
- Repression of Crime
- Apprehension of Offenders
- Recovery of Property
- Regulation of Non-criminal conduct
- Performance of miscellaneous services

Consistent with the above, the department mission is to work with all citizens to preserve life, maintain human

rights, protect property and promote individual responsibility.

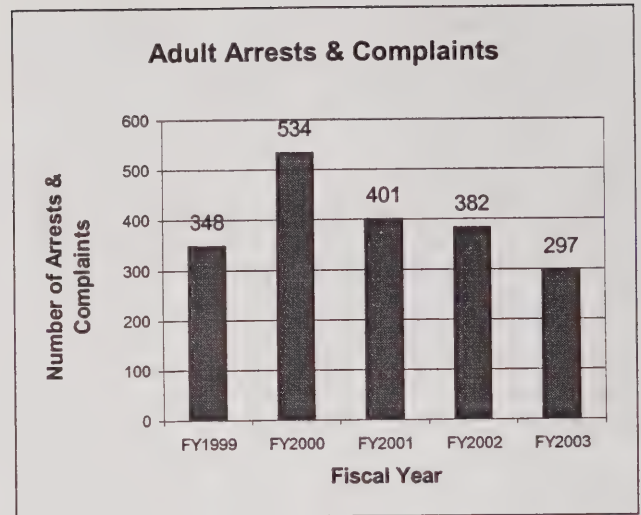
### FY03 HIGHLIGHTS

- Seven veteran officers, all with over 30 years of service, retired from the department between January and May.
- The dispatch center handled 28,960 police calls for service, approximately 500 fewer than last year.
- An officer performed 171 child safety-seat inspections and distributed 21 child car seats to residents.
- A newly assigned Community Service Officer worked to ensure the safety of children and staff in all schools.
- Over 400 hours of bicycle and “walk and talk” activities supplemented regular patrol work.
- Police officers responded to 2,299 residential, business and vehicle alarms in the town.
- Automatic External Defibrillators (AED’s) were made standard equipment in each police cruiser and officers were trained in the use of these life saving devices.
- The review and revision of departmental policies and procedures continued throughout the year.



#### Incident Reporting:

- Incident reporting decreased from 1,776 to 1,468 reports written.
- A decrease in larcenies from 252 to 184 was offset by an increase in fraud cases from 44 to 81, especially credit card and ATM fraud.
- At a total of 102 vandalism incidents remained about the same as reported in FY02 at 103.
- Breaking and Entering incidents decreased during the year from 49 to 31.

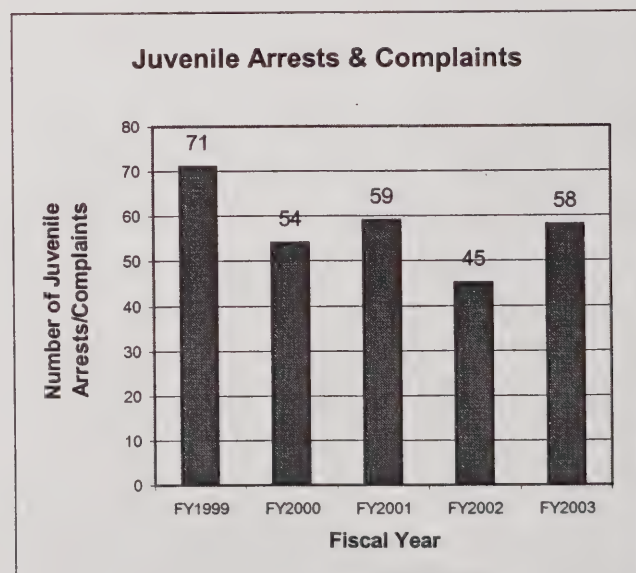


#### Arrests:

- For the second year in a row, the number of adults facing arrest or complaints decreased, from 382 to 297.
- Juvenile arrests and complaints increased from 45 to 58.
- 43 persons were charged with assault or aggravated (with weapon) assault, last year the total was 60.
- There were 58 persons charged with drug violations, down slightly from last year’s 61.

#### Juvenile

- The position of school resource officer was established at the high school where a specially trained officer will act as a resource to the school community.
- An after school basketball program for Needham youth was conducted at the Pollard middle school.
- The department sponsored and coordinated the annual Powder Puff football game at Thanksgiving time.

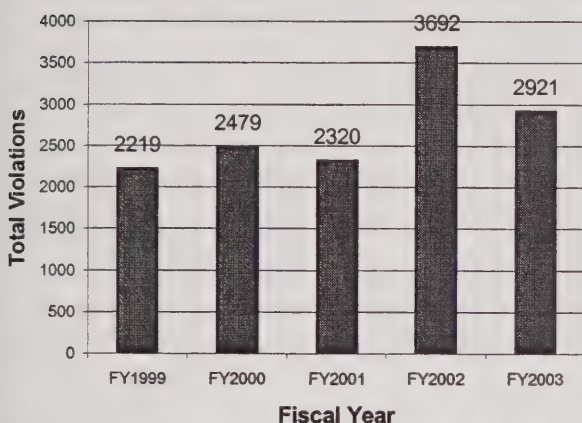




## Traffic

- Traffic accidents reported by officers increased slightly to 440, from the 431 reported last year.
- 107 persons were injured and 783 vehicles were damaged in accidents.
- The number of motor vehicle violations recorded on citations was 2,921.

**Motor Vehicle Violations**



## FY04 Forecast

- To continue a community-oriented policing approach to law enforcement problems.
- To address quality of life issues with an orientation towards the needs of the community.
- To mobilize an effective response to any local terrorist related threats.
- To maintain liaisons with all elements of the community.
- To remain actively involved in the Human Rights Committee and TRIAD.
- To update policies and procedures of the department to meet the needs of the community.
- To provide the community with the public safety services necessary to advance into the new millennium.

## FIRE DEPARTMENT

*Robert A. DiPoli, Fire Chief*

### MISSION STATEMENT

To provide the Town of Needham with an effective well-trained team of professionals to protect the lives and property of its residents through fire suppression, emergency medical services, emergency disaster preparedness, fire inspections and fire prevention through education, in the most cost-effective manner possible.

### COST OF FIRE AND EMERGENCY MEDICAL SERVICES

The cost of fire and emergency medical services, both basic life support and advanced life support, provided by the Fire Department averaged \$166.09 per year, per person or \$0.45 per day, per person.

Miscellaneous calls include overpressure rupture, hazardous conditions and good intent calls. In addition, fire inspectors responded to numerous calls for inspections of buildings and residences in the community.

### FY03 SUMMARY OF INCIDENTS

|               |              |
|---------------|--------------|
| Fires         | 57           |
| EMS           | 1,588        |
| Service Calls | 645          |
| False Calls   | 528          |
| Misc. Calls   | 566          |
| <b>TOTAL</b>  | <b>3,384</b> |

### FY03 Achievements

- In June, the following Firefighters retired: Robert Wade (41 years of service), Barry Maddix (36 years of service) and Stuart Palmer (34 years of service).
- Fire Inspector Donald B. Ingram retired in June after 42 years of service.
- Needham was one of 26 communities to receive a Massachusetts Decontamination Unit through the Department of Fire Services and the State Department of Public Health.
- The Department wrote a grant for a new communications system in the amount of \$140,142.
- The Fire Prevention Bureau issued 1,117 permits and collected \$27,900 in revenue.
- The Fire Prevention Bureau continues to inspect for properly placed, working smoke detectors upon the sale

or transfer of homes. This year 697 homes were inspected.

- Fifteen (15) underground tanks were removed under the provisions of MGL, Chapter 148 and 527 CMR 9:00.
- One hundred fifty-eight (158) permits were issued for oil burner inspections. Every two years tank trucks must be inspected. This year, 20 tank trucks received safety inspections. Other permits totaled two hundred twenty seven (227) and included brush permits, welding, etc.

Firefighter Bryan G. Campbell continues to represent our department on the MetroFire Haz-Mat Team. He has been on the team for 10 years.

- Recertification for First Responders, EMT's and Paramedics was on-going throughout the year.
- Department personnel continue to take advantage of training courses provided by the Massachusetts Firefighting Academy, as well as at other local departments.
- File of Life kits are available free of charge to residents. The kit consists of a medical information card, which includes emergency contacts, medical data and existing medications/allergies. The card is folded and placed into a red vinyl holder, which is magnetic, so that it can be placed on the refrigerator.
- Emergency Medical Services transported 1,246 (491 Advanced Life Support) and (755 Basic Life Support) calls and collected \$461,871. in revenue.
- The department received a donation of two mountain bikes for a medical response program. Five (5) members attended a two-day training program. They will be able to provide a quick response at such events as the 3<sup>rd</sup> and 4<sup>th</sup> of July.

- EMT Robert H. Papetti was named EMS Provider of the year at a ceremony at Beth Israel Deaconess Hospital Needham Campus.
- The Fire Alarm Division collected \$61,920 in master box subscriptions and \$3,225 from fire alarm and sprinkler system permits.
- Fire Alarm personnel made approximately 576 visits to businesses within Town to check on fire protection systems that had a master fire alarm box installed. Approximately 167 trips were made to businesses without a master fire alarm box installed.
- The Emergency Management Division received two grants from the Federal Emergency Management Agency totaling \$9,500.
- Comfort care kits are available at the Emergency Operations Center and at the primary care shelter at the Pollard Middle School. These care kits are for residents who need to relocate due to severe weather conditions.
- The Emergency Management Division is always looking for volunteers.  
If you are interested, please call 781-455-7565.
- The Local Emergency Planning Committee prepared their certification application and is awaiting approval.

#### FY04 FORCAST

- Two new Firefighters will be hired in the fall.
- A new Fire Inspector will be appointed.
- Our new 104 foot Sutphen Quint ladder truck should be ready for delivery in January.
- All Paramedics will be certified in the use of the 12 lead defibrillator.

---

## BUILDING DEPARTMENT

*Daniel P. Walsh, Inspector of Buildings*

This department is responsible for reviewing applications and plans to construct, alter and demolish any building or structure, for compliance with applicable Zoning By-Laws, Massachusetts State Building Code, Massachusetts State Fuel, Gas and Plumbing Code, Massachusetts State Electrical Code, Town of Needham Sign By-Law and the enforcement of Massachusetts's requirement for Sealer of Weights and Measures.

The Massachusetts State Building Code also requires this department to inspect public buildings. There are 14 places of worship, 16 day care sites, several state group homes, 7 nursing home facilities, Beth Israel Deaconess Hospital, Charles River Association for Retarded Citizens, 7 public schools, 4 private schools, 982 apartment units, 247 hotel units, and approximately 45 other places of assembly that

require inspections throughout the year to insure that these structures comply with the building code for public safety, ingress and egress.

Responding to inquiries about what one is allowed to do at their property has been a major responsibility of the Inspector of Buildings. It is the Inspector who must determine that all permits for additions and uses of properties, both residential and non-residential, conform to the Town of Needham Zoning By-Laws. The Building Inspector also advises those residents who are not in conformance with the Zoning By-Laws of that fact and sees that the necessary corrections are made.

This Department issued 3,415 Permits and collected \$517,799 this year in permit fees.



## Number of permits issued/Fees collected

|                      | 99 #         | 1999 \$          | 00 #         | 2000 \$          | 01 #         | 2001 \$          | 02 #         | 2002 \$          | 03 #         | 2003 \$          |
|----------------------|--------------|------------------|--------------|------------------|--------------|------------------|--------------|------------------|--------------|------------------|
| Building             | 996          | \$406,152        | 1106         | \$406,152        | 1132         | \$687,436        | 1016         | \$402,541        | 1145         | \$413,044        |
| Plumbing             | 96           | 22,712           | 817          | 9,890            | 712          | 35,965           | 641          | 22,330           | 692          | 22,900           |
| Gas                  | 315          | 7,885            | 378          | 8,685            | 359          | 8,955            | 315          | 7,240            | 357          | 8,491            |
| Wiring               | 2            | 56,595           | 1122         | 99,802           | 1156         | 143,087          | 1024         | 52,767           | 1162         | 59,199           |
| Signs                | 1            | 2,430            | 41           | 1,450            | 59           | 2,240            | 32           | 1,210            | 50           | 1,820            |
| Swimming Pools       | 9            | 400              | 3            | 550              | 11           | 475              | 11           | 500              | 9            | 325              |
| Weights and Measures |              | 3,935            |              | 3,536            |              | 3,301            |              | 3,013            |              | 5,547            |
| Miscellaneous Fees   |              | <u>6,021</u>     |              | <u>3,332</u>     |              | <u>4,705</u>     |              | <u>5,039</u>     |              | <u>6,473</u>     |
| <b>Totals</b>        | <b>3,089</b> | <b>\$506,130</b> | <b>3,476</b> | <b>\$909,589</b> | <b>3,429</b> | <b>\$886,164</b> | <b>3,039</b> | <b>\$494,640</b> | <b>3,415</b> | <b>\$517,799</b> |

|  | 1998         | 1999         | 2000       | 2001       | 2002       | 2003       |
|--|--------------|--------------|------------|------------|------------|------------|
| New Single Family Dwellings                  | 46           | 58           | 67         | 65         | 44         | 53         |
| New Two Family Dwellings                     | 4            | 3            | 3          | 5          | 4          | 6          |
| New Non-residential Buildings                | 2            | 5            | 11         | 7          | 5          | 2          |
| Conversion to Two Family                     | 1            | 2            | -          | -          | -          | -          |
| Add/Alter Existing Residential Buildings     | 791          | 473          | 615        | 607        | 556        | 559        |
| Add/Alter Existing Non-residential Buildings | 108          | 401          | 109        | 95         | 71         | 99         |
| Demolish or Relocate                         | 35           | 54           | 58         | 57         | 42         | 87         |
| Swimming Pool                                | 8            | 9            | 12         | 12         | 11         | 11         |
| Signs  | 50           | 71           | 45         | 56         | 34         | 49         |
| <b>Totals</b>                                | <b>1,045</b> | <b>1,076</b> | <b>920</b> | <b>904</b> | <b>767</b> | <b>866</b> |

## PUBLIC FACILITIES

### PUBLIC WORKS DEPARTMENT

*Richard P. Merson, Director of Public Works*

#### PURPOSE

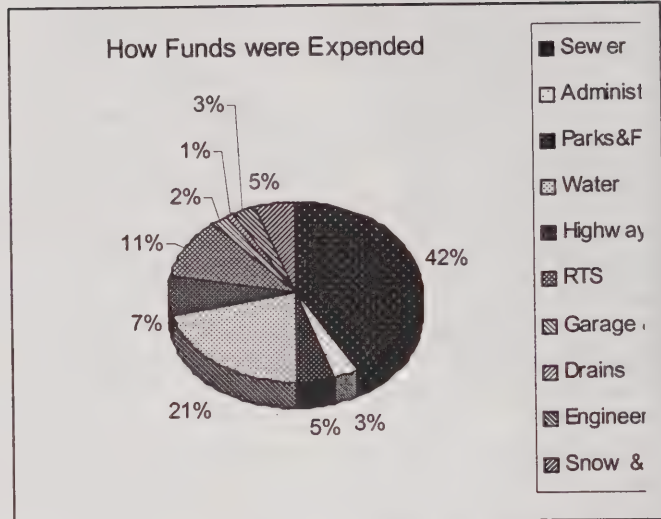
Public Works includes, in its broadest sense, all endeavors related to the planning, designing, construction, operation, maintenance and management of the physical facilities necessary or desirable to community life. The Needham Public Works Department renders service to all citizens in the areas of highway maintenance and construction, water supply and distribution, sanitary and storm sewer construction and maintenance, solid waste disposal and recycling, traffic control, parks and forestry maintenance and snow removal. The Department provides its own administration, engineering and equipment maintenance.

#### FY03 HIGHLIGHTS

- Shipped 8,218 tons of rubbish to Wheelabrator Millbury (Waste-to-Energy Plant).
- Recycled 39% out of the solid waste stream.

- Recycled 3,440 tons newspaper and mixed paper, including phone books and magazines; 762 tons of commingle, including glass, aluminum and tin cans, milk and juice cartons, plastic food and beverage containers with the recycling symbol #1-#3, and 178 tons of corrugated cardboard.
- Removed 653 tons of metal and 9.40 tons of tires from the waste stream.
- Removed 23 tons of paint.
- Goodwill and Red Cross received 179 tons of textiles.
- Composted 3,991 tons of yard waste.
- Processed 8,148 tons of DPW construction waste, e.g. from the replacement or repair of water, sewer and drain pipes, roads and sidewalks, from the waste stream.
- 10,425 Disposal Area user stickers were purchased of which 10,294 were residential and 131 were commercial.
- Under the Department of Environmental Protection (DEP) waste ban mandate, removed 16 tons of waste oil and 0.50 tons of anti-freeze from waste stream; collected 30 tons of Cathode Ray Tubes (CRT) in computer monitors and televisions, VCR's, rechargeable batteries (lithium and nicad), mercury thermostats and thermometers, and collected 11,424 linear feet of fluorescent light tubes, 404 lead acid batteries, 2,071 propane tanks, and performed 48 waste load inspections of vehicles on tipping floor.

- Evacuated 576 units of Freon from appliances in compliance with the Environment Protection Agency (EPA) Clean Air Act.
- Held two successful Household Hazardous Waste Days at DPW.
- Successfully implemented a Construction and Demolition Material (wood) Diversion Pilot Program to meet future State mandate, by removing 305 tons of wood waste from the solid waste stream; saving the Town over \$15,000 in disposal costs.
- Inspected 389 Street/Sidewalk Occupancy and Excavate permits.
- Completed the engineering and design of the Wellesley Ave./Cedar St. Intersection and Reservoir St./Central Ave. Intersection reconstruction.
- Provided engineering services for the reconstruction of the Webster St., West St. and High St. intersection and the reconstruction of the Dedham Ave. Parking Lot.
- Completed the engineering and design of the Ridge Hill Septic System reconstruction, the Newman School Water Main project; and the Water Main Replacement in Chestnut St., from Marsh Rd. to Dover town line.
- Initiated the water main and services replacement and road reconstruction for Great Plain Ave., from Pickering St. to Harris Ave.
- Responded to 270 Parks and Forestry Division work requests, removed 36 trees and planted 103 trees. Continue to rejuvenate Town tree nursery.
- For 8<sup>th</sup> year, Needham recognized as one of the Tree City USA communities.
- Renovated Greene Field baseball diamond, McLeod Field baseball and softball diamonds, and High Rock Soccer Field goal areas.
- Expanded the soil testing program for athletic fields and applied soil additives, as needed, to improve root zone for better turf growth.
- Continued to implement the Child Safety Act and Integrated Pest Management Policy for school grounds and other Town fields.
- Implemented Organic Treatment Program for the Pollard School Athletic fields.
- Repaired 21 water pipe leaks, including 6 water main breaks and 15 water service leaks.
- Responded to 52 water emergency calls.
- Replaced a 16 inch water gate on Charles River St at Central Ave., a 12 inch water gate on Kendrick St. and a new 8 inch water gate on St. Mary Street.
- Replaced old 8 inch section of water main on Dedham Ave. at Great Plain Ave.
- Replaced non-copper water service pipes from the water main to the individual shut-off water gates on Richdale, Rosalie and Paul Revere Roads.
- Replaced two sewer pumps at the Reservoir St. Sewer Pumping Station, and added a channel grinder at the Kendrick St. Sewer Pumping Station.



|                           |                     |
|---------------------------|---------------------|
| Administration Division   | \$347,756           |
| Engineering Division      | 426,645             |
| Garage/Equipment Division | 338,721             |
| Highway Division          | 1,058,557           |
| Park Division             | 787,413             |
| Drains                    | 197,145             |
| Snow and Ice              | 710,685             |
| Sewer Enterprise          | 6,367,802           |
| Water Enterprise          | 3,153,390           |
| RTS Enterprise            | 1,706,808           |
| <b>Total</b>              | <b>\$15,094,922</b> |

#### FY04 FORECAST

- Continue the mercury fever thermometer exchange program in cooperation with the Board of Health and the Waste-to Energy Facility.
- Continue with Annual Household Hazardous Waste Collection Day and the November leaf Sundays Program.
- Continue to improve visual appearance of Recycling and Transfer Station
- Continue to meet or exceed State mandate to remove Universal Waste (computer monitors, televisions, VCRs, fluorescent light bulbs, nicad and lithium rechargeable batteries and mercury fever thermometers and thermostats) out of waste stream.
- Proceed with the Construction and Demolition Material (wood) Diversion Program to meet future State mandates.
- Proceed to expand the Yard Waste Processing and Materials Area operations to avoid disposal cost and increase revenue to the Town through the sale of re-useable materials, e.g. compactable fill, drainage stone, compost and screened loam.
- Continue the repair and preservation of the Town's 125 miles of roadways and 165 miles of sidewalks; and maintain curbs and grass berms.



- Proceed with the scheduled maintenance and repair of traffic signs, traffic markings and parking meters, and with the repair and update traffic signal equipment.
- Continue the Pavement Management System. Seek approval to hire Highway Inspector.
- Continue to improve the Snow and Ice Program to provide the best service to the Town through equipment upgrade, use of biodegradable anti-icing chemical, and employee training and tactical improvements.
- Complete the road reconstruction of Great Plain Ave., between Pickering St. and Harris Ave., and the reconstruction of the Webster St./West St./High St. Intersection and the May St./Chapel St./Highland Ave. intersection.
- Conclude the water main replacement design for a portion of Webster St, Greendale Ave., and Manning St. and Brookline Ave.
- Complete the engineering and design of the St. Mary Water Pumping Station and Great Plain Avenue Sewer Pumping Station Renovation Project.
- Continue reviewing the Mass. Highway Dept. Kendrick Street off-ramp proposal.
- Continue the engineering and design of the Chestnut Street Turn-Back from Mass. Highway Dept. to the Town of Needham reconstruction project.
- Conclude the Street Light Purchase and Maintenance contract.
- Expand athletic field aeration program and field maintenance supported by new field maintenance fee.
- Expand maintenance of Memorial Park #1 Football Field.
- Renovate DeFazio #2 and #3 soccer fields and #7 and #9 baseball diamonds, and sod goalmouths and sideline of DeFazio #1 Soccer field.
- Replace non-copper water service pipes from the water main to individual shut-off gates on Hoover Rd, Tower Ave, Lexington Ave, Burnside Rd, Falcon St., Oak Hill Rd, Colgate Rd, High Rock St., Gary Rd, Elder Rd, Kimball St., Livingston Cir., Birchwood Rd, Oakcrest Rd and Fairview Rd.
- Remove and replace approximately 400 feet of 8 inch water main in Chestnut St, from South St. to the Dover town line.
- Complete the replacement of 12 inch water main on Kendrick St. Bridge over Rte. 128.
- Implement new NPDES Program to remain compliant with EPA Memorandum of Agreement, including catch basin replacement, drain system inspection and heavy cleaning; and replace failed sections of drainpipes.
- Replace Alden Road Sewer Pumping Station pump, and install a new channel grinder at the Reservoir St. Sewer Pumping Station.
- Continue to eliminate inflow and infiltration (I/I) of the Town's sewer system, focusing on Dedham Ave., Webster St. and Edgewater Drive areas.

## MUNICIPAL BUILDING MAINTENANCE BOARD

*Kate Fitzpatrick, Chair*  
*Patty Carer*  
*Ann MacFate*  
*Mark LaFleur, Director*

*Steve Theall*  
*Rick Merson*

### PURPOSE

The Municipal Building Maintenance Board, identifies, plans for, coordinates, and executes routine daily maintenance and custodial care of all Town Buildings. In addition it formulates long-range building related capital needs, including cost estimates and feasibility assessments, for planning purposes.

Buildings cared for and maintained by the Municipal Building Maintenance Board include: Town Hall, Public Safety Building, Highland Avenue Fire Station, Public Library, DPW Main Building, Ridge Hill Reservation, Carleton Pavilion, Stephen Palmer (Council on Aging), Memorial Park Field house, Needham High School, Pollard Middle School, Newman Elementary School, Mitchell Elementary School, Hillside Elementary School, Broadmeadow Elementary School, Eliot Elementary School, High Rock School Building, Emery Grover School Administration Building, and the Daley Maintenance Building.

### FY03 HIGHLIGHTS

- Replaced the intercom system including system speakers and the main distribution panel at the High School.
- Replaced the entire fire alarm system at the Hillside Elementary School. The new system is a fully addressable state of the art system. The old system had been original equipment in the 1961 building.
- Replaced the entire hardwood auditorium stage floor at the Pollard Middle School. The floor, which was already in bad shape, was badly damaged in April 2002 by a flooding incident caused by a plugged downspout. The new light oak floor was sanded and finished as part of the replacement process. Portions of the wooden stage sub-floor required replacement as part of this project.
- Installed 163 clutch operated flame retardant roller window shades in approximately one third of the Pollard Middle School. The shades replaced the low quality vertical blinds, many of which were broken, installed as part of the 1992-1994 renovation.
- Replaced the entire 28 ft. by 9 ft. wooden deck on the right hand side of the Ridge Hill ranger's house.
- Planted approximately a half dozen (each) of yews, burning bush, and weeping cherry shrubs in front of the Pollard Middle School auditorium as part of a grounds beautification effort initiated by the middle school. The



project included digging out tree roots and inorganic soil, spreading ten yards of loam, planting the shrubs, edging the bed, and mulching the area.

- Replaced ten corridor fire door closers at the Hillside Elementary School to be compatible with the operation of the new fire alarm system. (approximately \$2000 was saved by using door closers that were salvaged from the Newman Preschool renovation.) This work was requested by the fire department's alarm inspector/technician.
- Installed new numbering/lettering for all interior doors at the Hillside Elementary School as part of the fire alarm replacement project. The numbering/lettering was requested by the fire department's fire alarm inspector/technician.
- The renovated Newman pre-school classrooms and ancillary spaces were all thoroughly cleaned including the application of floor finish before the start of pre-school. This work was done on an overtime basis, at the last minute due to the pre-school renovation contractor working up until the "11<sup>th</sup> hour."
- Installed a sixteen-foot horizontal aluminum flagpole with twin support rods to the front of the Emery Grover building just over the arched main entrance. The old 40-foot steel vertical ground anchored flagpole was removed last year during the St. Joseph's parking lot expansion project.
- Replaced an eight and a half (cooling) ton roof top air conditioning unit which serves several areas in the front section of the Library building. This non-budgeted replacement cost approximately \$5,300.00 (\$3,900.00 for new A/C unit and \$1,400.00 for crane services and disposal of the old unit).
- The entire attic of the Emery Grover Building was cleaned by an environmental cleaning contractor to remove all bird droppings. This was a recommendation of Occuhealth, Inc., in coordination with the Health and Safety Committee.
- Constructed and installed a wall, window and door assembly to close in the fire inspector's alcove at Fire Station #1 making it a true office. One 4 ft. two lamp and one 2 ft. two lamp ceiling mounted fluorescent light fixtures were also added to the office.
- Mounted large stereo speakers on wall brackets in both the green and the blue gymnasiums at the Pollard Middle School, (one in each gym). The speaker brackets were constructed and installed as part of this project.
- The following work was done by the MBMB personnel at the request of the PPBC in order to close out the Newman pre-school renovation project: Replaced faucet handles and stems on pre-school classroom sinks, constructed and installed overhead equipment racks in rooms #109, #110, #111, and #112, constructed and installed overhead shelving in rooms #110, #111, and #112, installed wall shelving in the physical/occupational therapy room, hung suspension equipment in rooms #109, #110, #111, #112, and in the physical/occupational therapy room, relocated the hand soap dispenser in the room #136 restroom, and

replaced a wooden veneer panel that had been devoured by termites in room #111.

- Replaced approximately 1,450 sq. ft. of vinyl composition floor tile in the Pollard Middle School main and auditorium lobby areas. The old floor tile had come loose due to standing water issues since the 1993 major building renovation.
- Scraped and sealed the deteriorated concrete floor in the Town Hall basement level computer training room then installed sleepers, a plywood sub-floor, and vinyl composition floor tile. As part of this project the corridor door was replaced with a new solid birch door with a glass light, louver vent and three wall mounted wooden shelves were constructed and installed.
- Replaced all right and left side mud drum nipples, flushed mud drums, replaced the "Hartford" loop, repaired barometric damper, and repacked several cast iron boiler sections at the Newman Elementary School. The #1 boiler had been inoperable for most of the heating season prior to these repairs.
- Removed and disposed of ten fold in style wall mounted cafeteria tables including cleaning, prepping, priming, and painting the recessed table bays in the cafeteria side walls at the Mitchell Elementary School. These tables had not been used in several years and were considered to be dangerous because under the right circumstances they could swing down from the wall causing great injury to a child.
- Reconstructed three extremely damaged concrete steps including steel nosing on the High School Webster Street entrance stairway. The stairway had been closed for several months because the stairs could not be reconstructed during the winter season.
- Following a fire that vandals set in a High School boy's restroom, the MBMB in coordination with the Town's property insurance adjuster performed the following work: cleaned and deodorized the restroom and adjacent corridor, replaced one toilet stall partition door and one toilet stall partition wall, replaced all ceiling tiles, replaced one paper towel dispenser, painted all walls, the floor, and the existing toilet stall partitions and doors.

In order to accommodate the Broadmeadow Elementary School population at the Caryl School while the Broadmeadow School Renovation Project was completed, the following work items were performed, contracted, or coordinated at the Caryl School by the MBMB:

- Painted the entire gymnasium, several classroom ceilings, the rear entrance stairwell ceiling, portions of the kitchen, portions of the cafeteria, and the art room storage ceiling. This work included prepping and washing the surfaces as well as mold removal from portions of the gymnasium and cafeteria walls. Special care was taken to keep dust at a minimum during this work and to collect and dispose of all accumulated paint chips in accordance with environmental regulations due to the fact that earlier



testing has indicated that lead paint was present in several areas.

- Wired and installed electrical outlets in the gymnasium, the cafeteria, and the upper level elevator lobby area. Wired an additional circuit and outlet in the cafeteria to accommodate a photocopier coming over from High Rock. Installed and wired illuminated exit signs in the gymnasium. Installed and wired a door bell at the entrance to be used as the main entrance. Re-lamped the Media Center. Removed computer outlet strips from one classroom and the Media Center.
- Made extensive plaster repairs in the rear stairwell, the side entryway, the art room, the upper level elevator lobby, and the lower level corridor.
- Repaired or replaced several broken stair treads. Repaired broken ceramic wall tile in the kitchen. (Dover Board of Health request.) Replaced dozens of missing ceiling tiles in the corridors.
- Installed six telephone lines. Call forwarded the longtime (781) main Broadmeadow telephone number to the new (508) Dover lines.
- Installed the Broadmeadow phone system main panel hardware and office handsets in the Caryl School and programmed them to function with the new Dover telephone numbers.
- Cleaned, serviced, lubricated, and changed filters on all unit ventilators, fan coil units, and H and V units including the replacement of three unit ventilator motors.
- Inspected all sink faucets, sink drains, and all toilet and urinal flushometers. Rebuilt approximately six flushometers and six sink faucets. Replaced one toilet seat. Adjusted the domestic hot water temperature. Turned on all corridor water bubblers.
- Performed a heavy cleaning of the entire portion of the school building to be used by the Broadmeadow including the kitchen.
- Set up dumpster service.
- Set up bottled water service for nurse and main office areas only.
- Installed four 31 ft. by 15 ft. bound area carpets in the gymnasium.

- Moved and set up all stored Dover Furniture to be used in Broadmeadow classrooms in the applicable classrooms. Moved all the media equipment from the High Rock gym to the Caryl School. Moved several truckloads of miscellaneous items from the High Rock School to the Caryl School.
- Repaired torn carpeting in several rooms, extraction cleaned carpeting in several rooms in which Dover had stored furniture up until the middle of August. Replaced missing paper towel, hand soap, and toilet paper dispensers.
- Supplied and installed signs indicating designated Broadmeadow parking spaces and the designated Broadmeadow entrance.
- Installed and wired two 8,000 B.T.U. casement window style air-conditioning units.
- Installed 39 coat hooks in the lower level corridor.
- Changed three complete door locksets.
- Wired a 220-volt cook top brought over from Eliot.
- Installed additional electrical outlets.
- Replaced hinge pins on two restroom stall doors.
- Constructed a 6 ft. X 26 inch X 6 in. wooden platform with non-slip top surface to allow kindergarteners access to urinals.
- Provided a certified pest inspection of the kitchen.
- Rebuilt one urinal flushometer. Repaired two faucets.
- Hung two wall maps, 4 A/V screens, and three white marker boards.
- Repaired one window shade, snaked 3 drain lines.
- Supplied 12 battery operated classroom clocks.
- Rebuilt one toilet flushometer in the upper level of the girl's restroom.
- Installed several dozen corridor wall mounted coat hooks.
- Adjusted the hot water temperature in the kitchen hand-washing sink at the request of the Dover Board of Health.

#### FY04 FORCAST

- Open, staff, and maintain the new Eliot Elementary School.

---

## PERMANENT PUBLIC BUILDING COMMITTEE

*John Connolly, Chairman*  
*Theodore Crowell*  
*Greg Petrini*  
*Steven Popper*

*Joseph Carroll*  
*George Kent*  
*Paul Salamone*  
*Steven Stewart, Manager*

### PURPOSE

The Permanent Public Building Committee ("PPBC") was formed in June 1996 with seven members appointed to be

responsible for the construction, reconstruction, enlargement, or alteration to buildings owned by the Town or on Town property. The PPBC is responsible for working with the individual user agencies as the need for a project, and/or a feasibility study, becomes established.

### FY03 HIGHLIGHTS

The following is a summary of completed or ongoing projects the PPBC has supervised during the 2003 fiscal year (July

2002 to June 2003). Most of these projects were initiated during the 2001 fiscal year.

Name: Newman Pre-School – Phase II  
Project Status: Complete  
Authorization: \$648,000  
Budget Status: On Budget  
Contractor: R&R Builders  
Project Mgr. PPBC

This project involved further renovations of the Newman Elementary School in order to complete the project initiated the previous summer. This work was completed in September 2002.

Name: Pollard Modular Addition  
Project Status: Complete  
Authorization: \$971,000  
Budget Status: On Budget  
Contractor: Williams Scotsman  
Project Mgr. PPBC

This project involved the installation of 10 modular classrooms to accommodate enrollment at the Pollard Middle School. This project began in June 2002 and was completed in early October 2002.

Name: Pollard Cafeteria/Corridor Addition  
Project Status: Complete  
Authorization: \$615,000  
Budget Status: On Budget  
Contractor: Nadeau Corporation  
Project Mgr. PPBC

This project involved the enlargement of the school cafeteria and the construction of a corridor between the school and the new modular addition. This project also began in June 2002 and was completed in early October 2002.

Name: High School C/E Wing Renovation  
Project Status: Complete  
Authorization: \$350,000  
Budget Status: On Budget  
Architect: Drummey, Rosanne & Anderson  
Project Mgr. Turner Construction Company

This design project involved a re-evaluation of the master plan to develop a scope of necessary renovation work, followed by an analysis of how best to accomplish the necessary work during a series of summers. The final aspect of the project evolved to preparing a schematic design to be submitted as part of an SBA capital grant application and review and vote by Town Meeting for a \$51.3 million project appropriation. This design project began in the August 2002, and was completed in August 2003.

Name: Middle School Site Feasibility Study  
Project Status: Completed  
Authorization: \$50,000  
Budget Status: On Budget  
Architect: DiNisco Design Partnership  
Project Mgr. PPBC

This design project involved a site assessment and evaluation of how best to fit an appropriately sized and programmatically similar middle school on the site of the current High Rock Elementary School. This project began in the September 2002 and was completed in January 2003.

Name: Broadmeadow School Reconstruction and Expansion  
Project Status: Ongoing final stages  
Authorization: \$15,550,000  
Budget Status: On Budget  
Architect: DiNisco Design Partnership  
Contractor: J. Slotnik Company  
Project Mgr.: Gilbane Building Company

This project involved the renovation and expansion of the Broadmeadow Elementary School. This work began in June 2001 and is now occupied. Work continues on various elements of the building and is in litigation to resolve contract commitments.

Name: Eliot School Construction and Expansion  
Project Status: Ongoing  
Authorization: \$14,500,000  
Budget Status: On Budget  
Architect: DiNisco Design Partnership  
Contractor: Maron Construction Company  
Project Mgr.: Gilbane Building Company

This project involved the demolition of the existing John Eliot Elementary School and construction of a new John Eliot Elementary School. This work is substantially complete and is expected to be occupied in early 2004. Certain elements such as completion of the ball field will remain to be completed after occupancy.

#### FY04 FORECAST

The following is a summary of ongoing projects the PPBC is currently supervising. The following projects in addition to those listed as ongoing (Broadmeadow and Eliot Schools) in the previous section, are all expected to continue through FY04.

Name: Rosemary Lake Complex Facilities Study  
Project Status: Completed  
Authorization: \$75,000  
Budget Status: On Budget  
Contractor: Bargmann, Hendrie & Archetype  
Project Mgr.: PPBC



This project involved developing a study to determine the feasibility of relocating several Town departments, constructing a new Senior Center and the creation of a new Community Center including gymnasium and natatorium. A 290 space parking garage would be built integral to this facility.

Name: Hillside School Roof Replacement  
Project Status: Ongoing  
Authorization: \$480,000  
Budget Status: Under Budget  
Architect: Gales Associates  
Contractor: Hartford Roofing (St. Paul Surety)  
Project Mgr.: PPBC

This project replaced 30,000 square foot of roofing and existing skylight at the Hillside Elementary School with a four ply asphalt applied roofing system and new skylight. The original contractor went out of business and the project is being completed by the Surety. Work began in July 2003, and was substantially complete by September 2003, with the exception of the skylight replacement which was performed by the Surety.

Name: High School Renovation & Addition  
Project Status: Ongoing  
Authorization: \$51,300,000  
Budget Status: On Budget  
Architect: Drummey, Rosanne & Anderson  
Project Mgr.: Gilbane Building Company

This design and construction project involves the rebuilding and renovation of 280,080 square feet of educational space

at the current location of the High School over a four and a half-year construction period envisioned to start in the summer of 2004. The project began with Town override vote for appropriation in October of 2003. Approximately 2/3 of the space will be new construction replacing sections of the 1950 additions to the High School which will be demolished. Retaining the original "A" building is an integral part of the plan. Students will be phased into the new facility as the staged construction becomes complete.

Name: Library Renovation and Expansion  
Project Status: Ongoing  
Authorization: \$15,700,000  
Budget Status: On Budget  
Architect: Ann Beha Architects  
Project Mgr.: R.R. Walsh Company

This design and construction project involves the renovation and construction of 48,000 square feet of Library space. All additions to the original 1915 vintage building will be demolished and replaced by 38,000 square feet of new space utilizing the current library property. A parking area allowing for 50 spaces will be rebuilt, as well as utilization of parking in adjacent area. Construction is expected to start in the summer of 2004. Temporary library space will be developed and provided in the currently vacated High Rock School.

The PPBC is challenged by the enormously important and complex projects that have now been appropriated by the Town. Successful execution of these projects is essential to successfully integrate these projects within the Towns fabric.

## HUMAN SERVICES

### BOARD OF HEALTH

*Alan K. Stern, M.D., Chairman*  
*Peter S. Connolly, M.D.*  
*Edward V. Cosgrove, Ph.D.*  
*Janice Berns, R.N., M.S., Ed. D., Director*

Elected by the citizens of Needham, the Board of Health is empowered by the Massachusetts General Laws to enforce state and local public health and environmental regulations. The mission of the Board of Health is to preserve, protect and improve the public health and social well being of the citizens of Needham by promoting health and preventing disease and environmental pollution.

### HEALTH CARE AND HUMAN SERVICES

#### PUBLIC HEALTH/NURSING/Human Services

During the past 12 months, the Public Health Nurses have been actively involved in workshops and training, offered by MDPH, centered on increasing competencies to handle bio-terrorism, whether biologic, chemical, or radioactive. Presently three of the Public Health Nurses and the Health Department Director are certified smallpox vaccinators.

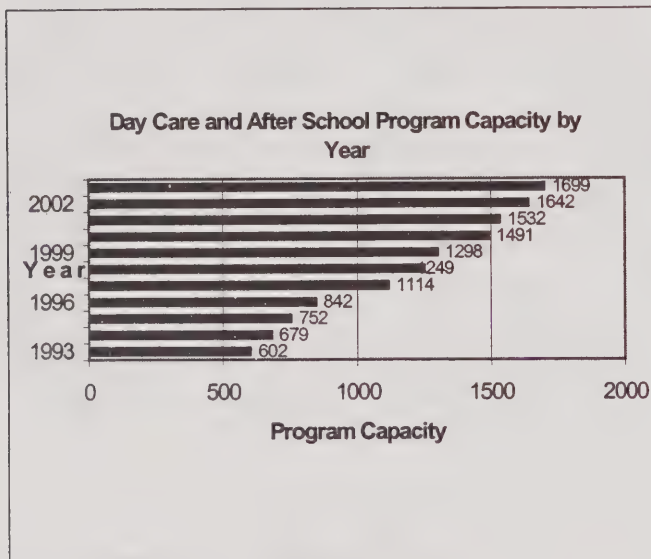
The Public Health Nurses continue with disease investigation and surveillance within the community, offer advocacy, consultation, counseling, outreach/case finding, health promotion, screening and immunizations. Health Education/Provider Education is a major focus of the nurses with newspaper articles and presentations made to the community and day care and camp providers.

The Public Health Nurses license and conduct health and safety evaluations of the nursery schools, day care programs, after-school programs, summer camps and

tanning parlors within the community. They coordinate human service programs such as the Federal Fuel Assistance program, the Good Neighbor Programs, the Salvation Army Local Unit and coordinate assistance with other local agencies and churches. The Public Health Nurses also administer the food stamp program for the elderly and the disabled in the community.

#### Senior SAFTE

The Public Health Nurses coordinate the Senior Safety And Food Training and Education Program (Senior SAFTE) with the Traveling Meals program coordinator. In the past four years of the program, over 287 home visits were conducted to review nutrition, medication management and safety issues with this high-risk population. Senior SAFTE's goal is to keep Needham's elders living safely in their homes. This is provided by a grant from Springwell.



The following communicable disease statistics represent those reported during the last three years, along with some of the screening programs and activities that the nurses performed during the year:

| Communicable Diseases          | FY01    | FY02    | FY03 |
|--------------------------------|---------|---------|------|
| Campylobacter                  | 7       | 9       | 5    |
| Cryptosporidia                 | 0       | 2       | 3    |
| E-Coli                         | 0       | 1       | 1    |
| Giardiasis                     | 4       | 5       | 3    |
| Hepatitis A                    | 1       | 3       | 0    |
| Hepatitis B                    | 2       | 4       | 2    |
| Hepatitis C                    | 4       | 8       | 6    |
| HUS                            | 1       | 0       | 0    |
| Kawasaski                      | 0       | 0       | 2    |
| Lyme Disease                   | 18      | 5       | 20   |
| Invasive Haemophilus Influenza | 0       | 0       | 1    |
| Shigella                       | 0       | 0       | 1    |
| Malaria                        | 1       | 0       | 0    |
| Meningitis                     | Viral 1 | Viral 1 | 2    |

|                  |   |   |   |
|------------------|---|---|---|
| Pertussis        | 4 | 1 | 1 |
| Rabies (animals) | 1 | 1 | 2 |
| Salmonellosis    | 0 | 9 | 1 |
| Tuberculosis     |   |   |   |
| (non-Pulmonary)  | 1 | 1 | 0 |
| Positive PPD     | 0 | 0 | 7 |

| Screening Programs        | FY01  | FY02  | FY03  |
|---------------------------|-------|-------|-------|
| Colo-Rectal Cancer        | 53    | 17    | 47    |
| Employee Office Visits    | 389   | 168   | 165   |
| Glaucoma                  | 50    | 24    | 24    |
| Hearing                   | 161   | 170   | 196   |
| Mantoux Testing           | 212   | 198   | 165   |
| Police Weight Screening   | 34    | 31    | 38    |
| Skin Cancer Screening     | 51    | 64    | 43    |
| Vision                    | 160   | 170   | 192   |
| Wellness Office Visits    | 1,884 | 2,124 | 2,068 |
| Health Telephone Consults | 3,227 | 3,542 | 3,351 |
| Wellness Clinic - Visits  | 266   | 264   | 272   |

| Immunizations                                  | FY01   | FY02   | FY03  |
|--|--------|--------|-------|
| Influenza (doses administered and distributed) | 4,000  | 4,000  | 3,380 |
| Other Immunizations Administered               | 204    | 243    | 157   |
| Local Area Vaccine Distribution Doses          | 22,386 | 20,187 | 7,489 |

| Licensed Facilities   | FY01  | FY02  | FY03  |
|-----------------------|-------|-------|-------|
| Day Camps             | 7     | 7     | 7     |
| Inspections           | 14    | 15    | 18    |
| After School Day-Care | 10    | 13    | 13    |
| Day Care Facilities   | 16    | 17    | 17    |
| Total Enrollment      | 1,568 | 1,643 | 1,699 |
| Inspections           | 85    | 103   | 86    |
| Tanning Parlors       | 3     | 3     | 3     |
| Inspections           | 7     | 7     | 7     |

| Assistance and Human Service Programs   | FY01 | FY02 | FY03 |
|---|------|------|------|
| Coordinate Local Assistance (families) *  | 94   | 94   | 78   |
| Federal Energy Assistance (families)  | 118  | 100  | 110  |
| Health Guidance Home Visits   | 114  | 109  | 99   |
| Salvation Army/Good Neighbor (families)   | 42   | 39   | 26   |
| *with funds/services contributed by local human services agencies, churches and synagogues. |      |      |      |

| Animals Quarantined for Exposure to Potentially Rabid Animals | FY01 | FY02 | FY03 |
|---|------|------|------|
| Cats (45 day quarantine)                                      | 50   | 60   | 43   |
| Cats (6-month quarantine)                                     | 12   | 11   | 7    |
| Dogs (45 day quarantine)                                      | 10   | 6    | 8    |



|                           |    |   |    |
|---------------------------|----|---|----|
| Dogs (6-month quarantine) | 0  | 0 | 4  |
| <b>Animal Bites:</b>      |    |   |    |
| Cats                      | 10 | 3 | 7  |
| Dogs                      | 7  | 8 | 19 |
| Other                     | 8  | 6 | 0  |

**MENTAL HEALTH AND SUBSTANCE ABUSE:**

The Town of Needham supports children, families and adults from Needham by providing funding to Riverside Community Care. Through this funding, Riverside provides a continuum of mental health and related services as a payer of last resort. Many of Riverside’s programs and services are located and delivered within the Town of Needham. In FY03, Riverside provided services to about 350 Needham residents.

- ♦ The Riverside Early Advantage program provided intensive home-based therapeutic services for children, from birth to age three, who are diagnosed with Autism Spectrum Disorders. Last year, approximately 10 Needham children received services.
- ♦ The Riverside Early Intervention Program provided services to approximately 160 developmentally at-risk Needham children, age birth to three years.
- ♦ The Riverside Outpatient Center at Needham provided individual, group, and/or family counseling and medication services to 143 Needham residents (87 adults and 56 children) last year for problems such as major mental illness, parent/child relationship, school problems, substance abuse, employment issues, domestic violence, and eating disorders.
- ♦ The Riverside Alternative Youth Services Program serves teens and their families who are facing crises with alcohol and drug abuse, serious and destabilizing family conflict, eating disorders or serious emotional problems. In FY03, Riverside AYS staff provided 402 service hours to 26 clients, in addition to providing consultation to school staff and participating in community activities. These were Needham adolescents who were at risk of hospitalization or residential placement. The Riverside Alternative Youth Services Program is fully supported by the Towns of Needham, Newton, Wellesley and Weston, and is currently housed at Riverside Community Care’s office at 460 Hillside Ave.
- ♦ The Life Skills Center provided intensive clinical day treatment services to four Needham adolescents who were temporarily unable to function in a school setting due to severe emotional problems.
- ♦ The Riverside Family Partnership offers short-term therapeutic treatment options for youth residing at home, in residential programs, and in hospitals. Last year five Needham families received approximately 600 hours of service through the Family Partnership.

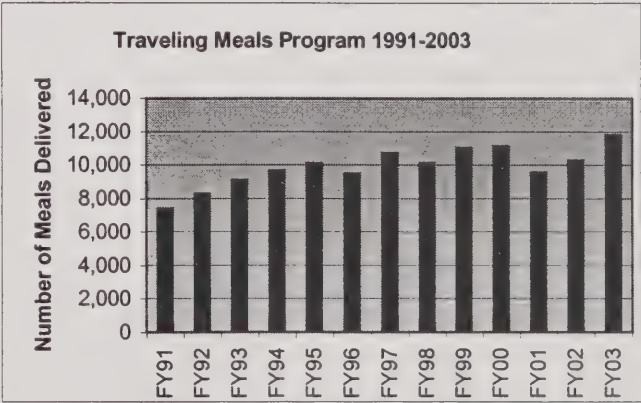
The Riverside Emergency Service Team provides 24 hours seven days per week mobile support to Needham residents with mental health or substance abuse emergencies.

| MENTAL HEALTH/MENTAL<br>RETARDATION/EMERGENCY SHELTER |                  |
|---|------------------|
| Mental Health Agencies                                | \$26,661         |
| Charles River Industries                              | 4,580            |
| <b>Total</b>  | <b>\$31,241</b>  |
| <b>RECEIPTS</b>                                       |                  |
| Permits and clinics                                   | \$53,570         |
| Traveling Meals                                       | 47,100           |
| <b>Total</b>  | <b>\$100,670</b> |

**MENTAL RETARDATION and DEVELOPMENTAL DISABILITIES**

The Charles River Association for Retarded Citizens, Inc. provides the following services for people with mental retardation and/or developmental disabilities and their families in the Town of Needham and many surrounding towns.

- Residential Placement – Group Homes; Supported Apartments
- Family Support Social Services and Advocacy
- Recreational and Respite Care Services
- Vocational Training, Job Placement and Support
- Therapeutic Day Services and Senior Citizen Day Supports
- For a complete Annual Report contact:  
Charles River ARC, PO Box 920169, Needham, MA 02492  
(781) 444-4347 or the website at [www.carc.org](http://www.carc.org)



**TRAVELING MEALS PROGRAM**

The Traveling Meals Program is in its 32<sup>nd</sup> year and is available to any homebound Needham resident unable to shop or prepare meals for themselves, regardless of his/her age or income. With the help of community volunteers, 11,775 meals were delivered in FY03.

Meals are prepared and packed at the Beth Israel Deaconess Hospital-Needham. This fee-for-service program offers a 2-meal a day plan for either three or five days per week.

Donations from the Friends of the Board of Health and Traveling Meals Program and a grant from Springwell (elder services) supplemented the cost of meals for more than 36 Needham residents throughout the year.

### HIV/AIDS ADVISORY COUNCIL

The mission of the HIV/AIDS Advisory Council is to educate the community about HIV/AIDS. Activities have included:

- ♦ World AIDS Day Candle Lighting Ceremony;
- ♦ Organizing a Team for the AIDS Pledge Walk;
- ♦ Hosting the Names Quilt;
- ♦ Volunteer commitment to the Boston Living Center;
- ♦ Dissemination of educational information and displays;
- ♦ Speakers, panels, adult education seminars;
- ♦ Liaison to Town boards;
- ♦ Reviewing the HIV/AIDS curriculum in the school system.

### EAT WELL/BE FIT NEEDHAM

A community based health and wellness initiative designed to increase awareness of, and to implement programs that address the healthy balance of nutrition and fitness, in keeping with the initiatives goals. Activities have included:

- ♦ *Healthy Alternatives for Celebrations* brochure to all grammar schools, parents, students, staff;
- ♦ Collaboration with other towns and Metco;
- ♦ Educational and informational fairs;
- ♦ Outreach to local restaurants;
- ♦ Monthly *Eat Well/ Be Fit* column in *The Needham Times*.

### NEEDHAM DOMESTIC VIOLENCE ACTION COMMITTEE

This committee's mission is to educate the community on the issues of domestic violence.

Activities have included:

- *Yellow Dress* production;
- Traveling art show developed by NHS students;
- *Silent Witness* program;
- Dissemination of educational information and displays at 4<sup>th</sup> of July, Flea Market, and Town Days;
- Educational inserts in the water bill.

### ENVIRONMENTAL HEALTH

Environmental health activities are determined by public demand, legal mandate, complaints, licensure, permit requirements, inquiries, and regulatory enforcement of Board of Health, State Sanitary Code, Department of

Environmental Protection, Right-to-Know, and other State and Federal regulations. Consumer/Service Provider education is a major focus of the Environmental Health Agents and articles were written and submitted to the newspaper. Served on committees and updated training: such as pool training, food borne illness training, and bioterrorism. Below is a listing of environmental health permits and field inspections performed by the Board of Health Environmental Health Agents and staff in FY03.

| Inspections and Reviews   | FY 01 | FY02 | FY03 |
|---|-------|------|------|
| Carbonated beverage inspections   | 1     | 1    | 2    |
| Food services inspections-initial and follow-up, plan review and complaints | 356   | 376  | 414  |
| Chapter II housing inspections  | 27    | 27   | 19   |
| General nuisance inspections  | 63    | 65   | 61   |
| Rabies Clinics  | 3     | 3    | 3    |
| Title V System inspections/ plan reviews, etc.                              | 68    | 52   | 63   |
| Title V Systems installed   | 5     | 7    | 4    |
| Subdivision field inspections/ plan review/correspondence                   | 10    | 10   | 10   |
| Swimming pool inspections   | 13    | 13   | 10   |
| Suspect Food borne Illness Reports submitted to state                       | 2     | 3    | 9    |
| Demolition reviews  | 0     | 0    | 76   |

Needham Health Department - FY 03  
Food Service Inspections  
(Total = 414)



| Licenses and Permits        | FY 01 | FY02 | FY03 |
|-----------------------------|-------|------|------|
| Animal Permits              | 5     | 5    | 5    |
| Bottling Plant Licenses     | 1     | 1    | 1    |
| Burial Permits              | 451   | 435  | 426  |
| Funeral Directors' Licenses | 3     | 3    | 3    |
| Food Establishment Licenses | 109   | 122  | 122  |
| Food Establishment Licenses |       |      |      |
| One Day and Temporary Event | 3     | 34   | 40   |



|   |    |    |    |
|---|----|----|----|
| Mobile  | 5  | 7  | 7  |
| Massage Licenses<br>(Therapists and Establishments) | 18 | 34 | 28 |
| Septic Haulers Permits                              | 9  | 9  | 9  |
| Subsurface Sewage Installers                        | 8  | 15 | 18 |
| Tobacco Permits                                     | 21 | 17 | 18 |
| Caterers  | 0  | 3  | 2  |

## TOBACCO CONTROL PROGRAM

The Needham Board of Health, served as the lead agency in a tobacco control collaborative for the Boards of Health of Dover, Medfield, Needham, and Westwood, until the program was terminated due to state budget cuts this past winter. The grant total for the year was a \$13,062 award from the Massachusetts Department of Public Health for a four-town tobacco control program. The Program was supported by the Health Protection Fund established upon passage of voter referendum Question 1 (Tobacco Excise Tax) in November, 1992 and by the Multi-State Master Settlement Agreement of 1998.

Key elements of the Tobacco Control Program included:

- ◆ Policy promotion and enforcement of regulations governing environmental tobacco smoke
- ◆ Policy promotion and enforcement of youth access to tobacco regulations
- ◆ Referral to tobacco treatment services
- ◆ Tobacco use education and prevention
- ◆ Assistance to worksites regarding policy development and Enforcement

Other program functions include:

- ◆ Issuance of permits to sell tobacco
- ◆ Inspection of restaurants for compliance
- ◆ Inspection of tobacco vendors (tobacco displays and signage)
- ◆ Compliance Checks (sales to minors)
- ◆ Workplace secondhand smoke complaint inspections
- ◆ Issuance of fines for violation of tobacco regulations.

## Grants Awarded/Donations Received

|          |  |
|----------|--|
| \$13,062 | Tobacco Control Program Grant from the MA Department of Public Health. Needham was the lead community in a four-town tobacco control collaborative.  |
| \$20,000 | Human Services: grants and donations from local churches, synagogues and other community organizations to assist needy residents in obtaining fuel, medical, food stamps and other emergency assistance as needed. |
| \$18,920 | Springwell grant for individuals in the Traveling Meals Program who are unable to pay cost of their meal.  |
| \$3,320  | Springwell grant to continue the senior safety home visiting program for elder participants on the Traveling Meals Program. The Senior Safety  |

And Food Training and Education Program (Senior SAFTE).

\$3,801 FRIENDS of the Needham Board of Health and Traveling Meals Program, Inc. The FRIENDS group was formed by Needham residents to assist the Board of Health in raising and obtaining funds for programs no longer fully supported by federal, state and local government programs. Funds were used to assist Traveling Meals clients pay for meals, and to assist residents with fuel, electrical and medical expenses. Participants must meet federal eligibility requirements or have other demonstrated need.

\$1,500 Regional Cooperative Grant from Crossroads Community Foundation to collaborate with the Wellesley Health Department on the development of training modules, assistance to carry out mandated functions, and assistance with department responsibilities due to sick leave and / or position vacancy.

\$30,000 Volunteer Services provided over 3,000 hours (approximately equal to \$30,000 in salary) to pack and deliver meals to clients in the Traveling Meals Program.

\$1,923 Needham Domestic Violence Action Committee; donations were received from local businesses and residents to provide for the educational programs of this committee.

\$350 HIV / AIDS Advisory Council – a donation was received from a local business to support the educational efforts of this committee.

## FY03 Highlights

For FY03, the Health Department reports the following highlights:

- 1) Updated emergency plans and developed a infectious disease control plan and a mass vaccination plan and completed needs assessments for the Executive Office of Public Safety and the Massachusetts Department of Public Health.
- 2) 2,000 people participated in the flu immunization clinics and over 1,600 doses were distributed to local nursing homes, and pediatric practices.
- 3) Capacity in nursery school, day care and before and after school programs licensed by the Health Department increased to 1,693.
- 4) 414 food service inspections were conducted on 129 establishments.
- 5) More than 5,900 people visited or consulted the Health Department for wellness and blood pressure checks, or health information.
- 6) The Traveling meals Program delivered over 11,775 meals.
- 7) One rabid skunk and one rabid woodchuck were identified in Needham and 51 pets were placed under a 45-

day quarantine and 11 were placed under a 6-month quarantine because of wounds of unknown origin or exposures to suspect rabid animals;

8) 21 pets were quarantined by the animal inspector for 10 days after exposing humans or other animals to rule out rabies exposure.

9) The webpage has been expanded with application forms and other materials at [www.town.needham.ma.us/boh](http://www.town.needham.ma.us/boh).

#### **FY04 Forecasts**

New environmental regulations and increasing concern for emergency preparedness and emergent and re-emergent diseases continue to require that the Health Department sustain and increase its environmental oversight, emergency response and broad-based training programs. Emergent and

re-emergent infectious diseases, such as: SARS, West Nile virus, Lyme disease, rabies, tuberculosis, and the potential for outbreaks, reaffirm the need for strong oversight by the Health Department and prompt investigation of all disease reports. These threats require greatly increased coordination between town departments and local communities. Because of the threat of bio-terrorism, the department will increasingly be called upon to support police and fire departments in planning for incidents and addressing community concerns. The Health Department co-chairs the Local Emergency Planning Committee and is a pilot site for Public Health Ready with the National Association of County and City Health Organizations.

---

### **DEPARTMENT OF VETERANS SERVICES**

*Department Manager: John J. Logan Jr.*

#### **PURPOSE**

- To carry out functions assigned to the office by Chapter 115 of the General Laws of Massachusetts for the towns of Needham and Dover
- To keep a depository of discharges and records of veterans
- To oversee the disbursements of veterans benefits to veterans and their families
- To see that all veterans' graves have a flag on them for Memorial Day

- To see that all veterans' graves in Needham are kept and cared for
- To help veteran's families in completing VA forms to acquire pensions, insurance and other benefits to which they are entitle
- To insure that veterans who die without funds are properly interred.

#### **FY03 HIGHLIGHTS**

- The Memorial Day Parade
- Veterans' Day Ceremonies at Memorial Park
- Decorating 1600 veterans' graves at St. Mary's and Needham Cemeteries for Memorial Day.

---

### **NEEDHAM YOUTH COMMISSION**

*John Romeo, Chairperson*  
*Connie Barr*  
*Katie Finesilver*  
*Tom Lambert*  
*Jon Mattleman, Director*

*Doug Levy*  
*Cathy Lunetta*  
*Joey Nowd*  
*Debbie Winnick*

#### **PURPOSE**

The mission of the Needham Youth Commission is to provide leadership and a community focus on youth and family issues and to promote community wellness by: Identifying and addressing youth and family needs; Advocating for youth and family interests; Partnering with other youth and family serving agencies; Developing and implementing quality programs and services; and Educating and communicating with the public regarding youth and family issues.

The Needham Youth Commission operates as a mental health resource offering a wide array of confidential clinical and programmatic services to children, adolescents, and families. While the Youth Commission's services are reaching more people and having a greater impact, it is clear that the need for such services far outstrips the department's resources; thus, many in Needham are not receiving support. The Youth Commission has worked diligently to construct meaningful services designed to meet the increasing and ever-changing needs of the Needham community.

#### **FY03 HIGHLIGHTS**

***Website:*** Each month over 1000 "hits" are registered on the Youth Commission website. Residents can learn about our services, register for programs, read the Youth Commission's Annual Report, see pictures of the staff, and much more. Special thanks to the Information Technology



Department for their support in establishing this vibrant website. Please visit the Youth Commission online at [www.town.needham.ma.us/youth](http://www.town.needham.ma.us/youth).

**KIDS (Kids Involved In Divorce and Separation):** Sponsored by the Needham Education Foundation, Inc., this program was created to support and provide information for children, youth, parents, and families regarding the issues of divorce and separation. KIDS provided survival guides containing useful information designed to educate children and parents about resources that would be beneficial during such a life transition. This program also facilitated parent workshops that provided participants a better understanding of the feelings associated with divorce and separation such as anger, guilt, depression, frustration and stress, and how these feelings affect children. Lastly, the program established rotating libraries complete with books, pamphlets, resources, websites, and videotapes to give children and families the resources to learn about the divorce issues they face and feelings they experience.

**Needham Unplugged:** Electronics are a wonderful part of life --- we learn, communicate, and access information from electric powered devices and we watch TV or surf the Internet as a way to relax and to relieve the stress of daily life. Unfortunately being so “plugged in” can isolate people. Instead of interacting with family and friends, people all too often become passive voyeurs. Needham Unplugged was an awareness campaign to remind families and residents to “unplug their electronics” and “plug into” each other. “Unplugged” is a reminder that there is more to life than what is on the other side of a plug. A calendar for the month of March outlined activities that did NOT require electricity and emphasized person-to-person interaction and health. The centerpiece of this year’s “unplugged” occurred on March 13<sup>th</sup> as it was a no homework, no sports, and no meeting night for the Needham Public Schools, and there were no town meetings and virtually no civic, religious, or community meetings took place in Needham. This night of “nothing” was a welcome relief to youth, parents, adults, and families. Special thanks to partners at the Park and Recreation Department and the Charles River YMCA and to the Needham Public Schools for their support.

**NOTE:** In partnership with the Franklin W. Olin College of Engineering and the Needham Public Schools, NOTE (Needham Olin Technology Exchange) was a community collaboration that helped to close the “digital divide.” This program encouraged Needham residents to donate old computers, Olin College students refurbished these, and the computers were then installed in Needham homes that previously had no computers (recipients also received six months of free Internet access).

**PEEPS (Positive Education for Experiencing Peer Stress):** PEEPS is an interactive workshop for 6<sup>th</sup> grade students that explored the issue of friendship. The goals of the workshop

were to identify qualities students would like in a friend, understand that friends and friendships change, and to share experiences and hear feedback regarding how students would like to be treated by their friends. Over 375 youth participated in this program.

**Picture Perfect:** Picture Perfect is a workshop for 8<sup>th</sup> graders that investigated the issue of how the media portrays gender roles and appearance, and explored how this can negatively impact how youth feel about themselves. The goals of the workshop were to help students learn to identify gender role stereotypes, to understand how stereotypes are portrayed in the media, and to investigate how media messages impact them on a daily basis. In FY03, 375 youth participated in this program.

**LINCS Program:** The LINCS Program (Loss Information and Community Support) was designed in collaboration with the Needham Public Schools and was funded by the Tolman Trust Fund. LINCS’ mission was to assist youth in addressing the frequently upsetting, overwhelming, and confusing issue of loss. This included, for example, the death of a parent or grandparent, the separation/divorce of parents, the loss of a cherished pet or possession, or the break-up with a boyfriend/girlfriend. Loss is a topic youth will be dealing with more and more as they get older, and it is critical to understand the impact loss can have upon a young person’s academic, physical, social, and emotional well-being. The LINCS program engaged 375 youth in FY03.

**Teen Dating Violence Program:** In conjunction with the Needham Domestic Violence Action Committee and the Norfolk County Sheriff’s Office, the Youth Commission provided seminars on Teen Dating Violence for all 9<sup>th</sup> graders at Needham High School. The seminars were designed to teach the unique aspects of Teen Dating Violence, how to recognize the warning signs, and ways to access community supports. Over the past year, 375 youth were involved in this program.

**Drug and Alcohol Seminars:** In conjunction with the Needham High School Guidance Department, the Youth Commission provided seminars on Alcohol and Drugs to 9<sup>th</sup> graders at Needham High School. The seminars provided information on alcohol advertising, blood alcohol content, the effects of alcohol on the body, marijuana and other drugs, school policy, state laws, and statistics from the Massachusetts Youth Risk Behavior Survey. The seminar provided information via interactive activities, lecture, and a short video clip. 200 freshmen at Needham High School participated in this Alcohol and Drug Seminar.

**Substance Abuse Awareness Program:** The Youth Commission continued to offer a structured 15-hour Substance Abuse Awareness Program (SAAP) for drug/alcohol-involved youth. This service provides an



assessment of current substance use, intervention, education for youth and their families, and counseling services to support healthy lifestyles. All participants and their parents must attend an Alcoholic Anonymous (AA) or Narcotics Anonymous (NA) meeting to assist in transmitting the message that drugs and alcohol can impact any person without regard to age, gender, or status.

**Employment and Volunteer Programs:** The Employment Program consists of two primary services: 1.) Youth were linked with residents and provided around-the-home support in the form of babysitting, yard-work, and snow removal; and 2.) Youth investigated employment opportunities in local businesses such as offices and restaurants. Additionally, the Volunteer Resource Directory was created to inform youth of area volunteer opportunities. In FY03 these programs fielded 347 inquiries.

**Parenting Program:** This program was created to encourage parents to continue to develop their parenting skills. Funded by Beth Israel Deaconess Hospital --- Needham Campus, the 12-hour Active Parenting of Teens workshops have "graduated" over 300 parents since 1998. In addition, Parent Dialogue Groups continue to meet to discuss issues related to raising healthy children and promoting wellness.

**Counseling/Psycho-Education Groups:** Group counseling/psycho-education is a practical and effective mode of treatment and allows the staff the opportunity to interact with greater numbers of people. Group interventions offers a unique opportunity for young people to learn about issues which effect their peers and to receive feedback from their peers regarding issues such as: divorce, stress, self-esteem, abuse, depression, social skills, loss, drugs/alcohol, and violence/anger. Of special note in FY03 was the "Extreme Looks" program, a four-day mind/body/spirit group for girls. In FY03, 243 hours of group counseling/psycho-education services were provided.

**Individual/Family Counseling:** The Masters level clinicians on staff are skilled at working with youth and their families experiencing difficulties with issues such as family discord, loss, drugs, alcohol, stress, and other mental health concerns. Who uses these counseling services? They are neighbors, cousins, children, and friends; they are people with no health insurance or expired health insurance; they are people who are grappling with either a short or long-term problem; and mostly, they are people who have the hope and determination that life can bring greater satisfaction and reward. Perhaps the most frightening area of concern is that young people are encountering more complex issues at a younger age. It is not unusual to work with an elementary age youth coping with a significant loss, a middle school student coping with parental alcohol use, or a high school student with a serious drug problem. In the past year 609 hours of counseling hours were provided to Needham youth and their families.

**RAY of Hope Program:** RAY (Recognize A Youth) was established by the Needham Youth Commission in an effort to acknowledge the outstanding service and positive contributions that young people are making to the Needham community. Working in collaboration with the Needham Business Association, each month a young person is selected as the RAY of Hope recipient and is awarded a certificate from the Youth Commission and a check from a member of the Needham Business Association. The RAY of Hope program validates youth and recognizes their role in making the Needham community a special place to live.

**Making the Middle School Years Work:** Sponsored by the Needham Education Foundation, Inc., this program debuted in FY02 and completed in FY03. This effort focused on middle school youth and their parents and addressed the parent/child relationship, communication skills, how to form alliances, building and sustaining trust, the power of prevention and planning, developing empathy, cooperation, and discussion of issues such as stress, personal needs, and harmony. In addition to a half-day workshop for youth and their parents, more than 1,000 copies of the publication "Making the Middle School Years Work" were distributed.

**Diversion/Restitution Program:** In conjunction with the Needham Police Department and the Dedham District Court, the Youth Commission continued to offer those who have committed minor violations of the law the opportunity to participate in community service work in lieu of further court action. The Youth Commission's role is to work with offenders and their families to identify the motivations for their behavior, to provide support as required, and to oversee the placement and completion of community service. In the past year, participating youth have completed assignments at the following sites: Needham Public Library, Needham Police Department, Needham Fire Department, and Council on Aging. In FY03, the Youth Commission monitored 190 hours of community service to the Town of Needham.

**Peer Tutor Program:** The Youth Commission's Peer Tutor Program represents a progressive youth-to-youth collaboration. This program matches high school students with middle and elementary school students in need of academic or organizational/study skills assistance. The Youth Commission's role consisted of outreach to potential participants, training of high school volunteers, monitoring weekly tutoring sessions, providing support if problems occur, and facilitating communication between volunteers and participant families. Over the past year, Peer Tutor Program volunteers provided 964 hours of support to younger students.

**SADD (Students Against Destructive Decision):** SADD's mission is to support students in providing the school and community with information, facts and food for thought on topics of concern to young people. The new, expanded philosophy embraces the notion that each individual benefits



from making informed choices about his or her behavior and beliefs. This past year, SADD provided a variety of awareness campaigns to the students at Needham High School on topics such as sexual assault, teen dating violence, STDs and stress.

**Books and Bridges - The Mother/Daughter Book Club:** Using literature as a bridge between generations, this program was created to provide girls and their mothers an opportunity to share a common experience and to address issues of mutual concern. In the past year we also offered a special father/son program. Funded by Fleet Bank, in FY03 over 80 girls and mothers as well as 10 boys and their fathers participated in this program.

**Project VAN:(Volunteers Around Needham):** VAN offers youth ages 13 to 17 the opportunity to work as part of a team providing valuable community service to non-profit organizations in Needham. Sites included Charles River ARC, Avery Crossings, Needham Public Library, and Wingate at Needham. VAN participants provided more than 370 person hours of free volunteers services over the past summer.

**Transitions Program:** The distance between Pollard Middle School and Needham High School is less than a mile, but for the majority of students the leap from 8<sup>th</sup> grade to 9<sup>th</sup> grade is a challenge that looms larger than a galaxy. The Transitions Program worked with 9<sup>th</sup> graders in the fall to better acclimate them to their new building and to the social, academic, and emotional road ahead. Funded by the Tolman Trust Fund, Transitions worked with over 375 students in the past year.

**Seminars/Workshops /Presentations:** The Youth Commission designed and facilitated numerous trainings in the past year including a training for new Needham Public School Staff, Babysitter Training Seminars, Bully and Harassment Workshops, presentations at the schools and in the community and many others. In FY03 the Youth Commission worked with a total of 4,356 youth, parents, and professionals in seminars and/or workshops.

**E-Mail Sign Up:** In an effort to inform youth and families of the services of the Needham Youth Commission, e-mail addresses from residents were accepted and information sent regarding programs. By the end of FY03 hundreds had registered for this free service. To register, residents may send an e-mail complete with their name and the age(s) of their children to:  
[Needhamyouthcommission@town.needham.ma.us](mailto:Needhamyouthcommission@town.needham.ma.us).

**Partnerships:** The Youth Commission devotes considerable time to assisting youth and family-related groups advance their message and impact. In the past year the Youth Commission collaborated with groups such as:

- Needham Business Association

- Needham Community Wellness Collaborative
- Needham Clergy Association
- Needham Public Library
- Needham Council on Aging
- Community Health Network Area
- Needham Domestic Violence Action Committee
- Needham Park and Recreation
- Riverside Community Care
- Regional Center for Healthy Communities
- Needham Community Council
- Needham After Dark
- Needham Public Schools
- Olin College
- YMCA --- Charles River Branch
- Beth Israel Deaconess Hospital - Needham

**The Youth Commission received grants and/or donations from the following organizations:**

Needham Community Council, Beth Israel Deaconess Hospital - Needham, Westwood Pembroke Health System; Friends of Needham Youth; Tolman Trust Fund; and many others.

**Graduate/Undergraduate Internship Program:** In FY03, the Youth Commission welcomed a clinical Graduate School Intern from Boston College to provide individual, family, and group counseling services as well as extensive work on the Substance Abuse Awareness Program. Over the course of the academic year, this intern provided over 600 hours of free service to the Needham community.

**Publications:** The Youth Commission created and/or distributed the following original publications in FY03 (many of the below are available online at [www.town.needham.ma.us/youth/YCpublications](http://www.town.needham.ma.us/youth/YCpublications))

- Needham Youth Card
- KIDS Survival Guides
- Parent Guide to Teen Parties
- Ask the Youth Commission
- Youth Source
- Parenting Literature (developed in collaboration with the Community Wellness Collaborative)
- Making the Middle School Years Work
- Networks Book.

**FY04 GOALS**

Aside from continuing to expand the depth and breadth of the abovementioned programs and services in FY04, the Youth Commission will:

- Welcome new Board members Vin Springer and Tom Tannozzini and bid farewell to departing members Tom Lambert and Joey Nowd.
- View a complete listing of Board members online at:  
[www.town.needham.ma.us/youth/YCBoard](http://www.town.needham.ma.us/youth/YCBoard).

Needham Unplugged will include a no homework/no athletics night for the Needham Public Schools will be celebrated on March 11, 2004. Read more about this program online at:  
[www.town.needham.ma.us/youth/YCunplug](http://www.town.needham.ma.us/youth/YCunplug)

Books and Bridges: The Mother Daughter Book Club will expand to include father/son groups as well as parent/son and parent/daughter groups. The program will now be called Books and Bridges.

We will be initiating a new parenting program with Sweet Basil Restaurant entitled "Parents: Please Talk With Your Mouth Full."

---

## NEEDHAM COUNCIL ON AGING

*Robert Batchelder, Chairman*  
*Betsy Tedoldi, Vice-Chair*  
*Roma Jean Brown*  
*Susanne Hughes*  
*Morrie Dettman*  
*Nina Silverstein*  
*Sharon Lally, Executive Director*

*Helen Hicks*  
*Jan Dorsey*  
*Vivian McIver*  
*Andrea Rae*  
*Derrek Shulman*  
*Ruth Moy*

### PURPOSE

The mission of the Needham Council on Aging is to advocate for and provide a supportive, respectful environment for the older residents of Needham with opportunities for socialization, programmed activities and services, and to maximize fiscal, human, environmental and physical resources utilizing the strength of older citizens. Purpose: The Needham Council on Aging was established by Town Meeting in 1957, and continues to fulfill the original purpose, which is to:

- Identify the needs and concerns of Needham's elderly and retired persons and those approaching retirement age;
- Design, promote, coordinate and implement services and programs to meet those needs and concerns; and
- Inform the community and enlist support and participation of all citizens in this effort.

The Council on Aging is directed by a 12-member board appointed by the Selectmen. The Board of Health, Park and Recreation Commission, Housing Authority, School Department, and the Library each nominate one member. The Board is responsible for determining the policies of the Council on Aging in response to the expressed needs of elders in the Town through annual surveys, a careful analysis of local needs as well as local and national standards of health care, recreation, education, and service needs.

The Stephen Palmer Senior Center is located at 83 Pickering Street where the professional Council on Aging staff oversees services and programs. Staff provide information, referrals, and assistance to elders and their families. The Center hours are Monday-Friday, 9:00 a.m.-4:00 p.m. The Council on Aging office, located at the Stephen Palmer Center, is staffed Monday-Friday, 8:30 a.m.-5:00 p.m. throughout the year.

**STAFF:** The Council on Aging employed 3 full-time employees (town funded), and 11 part-time employees (5 town funded and 6 grant funded) in FY03. The Council on Aging also utilized the assistance of 253 active volunteers

who contributed 12,494 hours of service in FY03 for an estimated value of \$192,283 (EOEA).

**FUNDING:** Additional funds were provided by:

- \$15,000 Friends of the Elderly
- \$31,400 EOEA – Formula Grant
- \$50,000 EOEA – SHINE Grant
- \$13,000 MBTA Grant
- \$ 2,500 Roche Bros/Shopper Bus
- \$35,459 Donations

The Needham Council on Aging estimates that an additional value of \$217,375 was donated in in-kind services in FY03 (speakers, instructors, maintenance, publicity, snow plowing, landscaping, pest control, marketing, utilities, entertainment, luncheon assistance, overhead, building expenses, equipment, supplies, and materials).

### FY03 HIGHLIGHTS

The Council on Aging (COA) Board continued with its search for a new space for the senior center, in order to better meet the needs and interests of the Needham Senior Community. Plans for the Rosemary Lake Complex were shelved, however, when it became apparent early on in the fiscal year that the Town would be facing significant financial woes, this year and in the years to follow. This realization, compounded by the many necessary capital projects facing the Town over the next few years, has led the COA to acknowledge that a longer wait for a larger senior center, though desperately needed, will probably not happen within the next few years.

In the spirit of cooperation, when faced with potential budget cuts in the Fall of 2002, the COA made the prudent, yet painful decision to close the Sunday program, which had been in place for almost twenty years. Those seniors who had been receiving their Sunday hot meal from the Senior Center, were referred to the new Springwell meal site at the Linden/Chambers Community Room, operated by the Housing Authority. As a result of this closing, 3 PT COA Town funded staff positions were terminated, resulting in a significant reduction to the COA salary budget for FY03 and FY04.

The COA was faced with the retirement of its very tired limousine and, therefore, the lay-off of 2 PT drivers, who had been grant funded, at the end of FY03. The COA returned to a taxi service in the interim until such time as a handicapped accessible van could be acquired. A



transportation survey conducted by the COA in January of 2003 indicated a need for more grocery shopping transportation, more transportation for medical appointments, and more handicapped accessible transportation.

A very positive stride made by the COA in FY03 was obtaining a new visual identity, made possible through the generosity of 2 pro-bono Needham consultants. This new logo aided in the creation of new marketing materials for the COA, which better reflect our cutting edge and progressive approach in a contemporary fashion. As the COA prepares to attract the newest older adults (the Baby Boomers), who are now beginning to enter our service range, we are striving to find ways to successfully attract and approach these folks. The new visual identity is one way; the web-site is another. The COA, finally on-line as of August, 2002, now has its monthly newsletter "The COMPASS" on the Town web-page. The newsletter, also, is being sent via e-mail to many on a monthly basis, thereby saving in postage costs.

One very successful new initiative was the implementation of a new comprehensive statistical tracking program created by a volunteer consultant. Now, all of the COA programs and services are statistically tracked, and the data is logged in by volunteers on a regular basis. This is particularly helpful in terms of recognizing trends, numbers of participants, addressing unmet needs and interests, and counting volunteer hours of service, number of rides provided, numbers of meals served, numbers of phone calls received, etc.

The SHINE Program was extremely busy again in FY03, due to the ongoing changes in insurance coverage, changing structures of hospitals and their affiliations with physicians and insurance companies, the fluctuating high cost of prescription drug coverage, and the Commonwealth's continuation of the ever-changing Prescription Advantage insurance program.

A spin off from the prior It Takes A Town Committee, was a sub-group which worked diligently to produce a comprehensive senior resource manual, which was completed and distributed to every senior household in Needham, and every participating business and agency. Over six thousand dollars was raised to fund the cost of production and distribution of the manual.

The COA held its first annual Law Day for Older Adults in May, 2003. One hundred and ten older adults participated in 3 of the 9 offered legal-related lectures offered by 9 Needham attorneys, followed by a keynote address. At least 75% of the participants were new to the Center and were between the ages of 55-70. This was a particular outreach effort to this population.

In its annual outreach effort to Needham's 85+ population in FY03, (1,040 or 16% of the senior population) the COA was astounded to learn that 54% of this age group was still driving! In response, the COA offered a mature driving course, in conjunction with AARP, to the 85+ drivers of Needham. The class was 100% filled, with a waiting list!

In FY03, the COA served 4,600 meals at the Senior Center in conjunction with Springwell, Inc. We answered over 14,000 inquiries of a general information nature for seniors and their families. Over 80 people per day came to the Senior Center for programs, services, or socialization. The COA provided over 5,785 rides to the Senior Center in FY03, a combination of the limousine, taxis, shopper bus, and The RIDE, funded in part by the MBTA. Volunteer monitors from the Needham Retired Men's Club who rode on the Shopper Bus, and Roche Bros. and the MBTA who funded the bus, provided 1,161 rides to 143 unduplicated Needham residents to do their grocery shopping, under the auspices of the Needham COA transportation program. More than 3,400 unduplicated seniors, of the 6,371 according to the 2000 census, attended at least one or more programs throughout the year at the Senior Center. Many others enjoyed socializing in the drop-in area. The bus trips, offered by the COA in conjunction with the Friends of the Needham Elderly, Inc., were enjoyed by 698 seniors. The social workers served 826 unduplicated Needham seniors for a total of 3,499 units of service. Two hundred and seventy phone calls were made by 60 unduplicated Needham caregivers seeking information on services for their loved one.

#### **FY04 GOALS**

Given the current economic forecast, the COA is hoping to maintain the current budget and the current services. Our quest for a new Senior Center is ongoing, and we continue to work on plans to make this a reality.

The COA will purchase a handicapped accessible vehicle in FY04, funded totally through donations. This will provide additional assistance for grocery shopping and other services for seniors who need it. The COA has recently been awarded an FY04 Title IIIB federal grant from Springwell, Inc., which will employ an 8/hr/wk Outreach Worker to oversee the expanded grocery shopping program.

In FY04, the COA will engage in a lengthy self-assessment process in preparation for application for National Senior Center Re-Accreditation. Needham's Senior Center was the first in the state, and the 20<sup>th</sup> in the nation, to be nationally accredited in the Fall of 1999. Re-Accreditation involves the same process, in anticipation of achieving full re-accreditation in the Fall of 2004. This endeavor will be funded through donations and a state grant.



The COA receives continual requests for senior programs for which there is not sufficient space to hold them. Although exercise programs are held 4 times a week, there is a waiting list for exercise classes, due to the lack of space. Programs such as line dancing, wellness programs, craft and art programs, and computer access are constant requests which we are unable to meet due to space limitations. Additionally, the need for centrally located rest room facilities, and more of them, is growing due to the growing frailty of many of our seniors who continue to visit the center.

The COA continues to try to find the means to address the unmet needs of seniors in this community. An ongoing effort, some of these unmet needs that we are aware of and are trying to address include the provision of Adult Day Care services for those frail seniors who are aging in place and for whom the Senior Center, as it is, is no longer an appropriate setting. In FY03, the COA responded to 100

telephone inquiries, made 65 referrals to other communities, actually served 35 unduplicated seniors, all on the subject of adult day care. Also, the need for more homemakers and homecare services due to the shortage of workers in this area, budget cuts in the state homecare system, and changes in the healthcare delivery and insurance coverage, particularly with post-hospitalization and prescription drug costs.

As people live longer and try to maintain their independence in the community, it is necessary for the Council on Aging to respond to the need for assistance, not only for the seniors themselves, but also from middle-aged people who find themselves responsible for caring for their aging parents and/or other relatives. All are turning to the Council on Aging for information and assistance.

---

## COMMISSION ON DISABILITIES

*Elaine Saunders, co-chair*  
*Jeanie Martin, co-chair*  
*Trudi Farnham*  
*Susan Rains*

*Susan Crowell*  
*Frank DerSarkisian*  
*Karen Peirce*  
*Dale Wise*

The Needham Commission on Disabilities (NCOD) meets on the third Tuesday of the month with the following membership: 9 members; a majority of whom are disabled; one of whom must be a family member of a person with a disability; and one of whom must be an appointed municipal official, and other interested Needham residents.

Currently, there are 8 members with one vacancy. Also the Commission has two Liaisons, one from the School Committee; Patrice Snellings and one from MetroWest Center for Independent Living; Paul Spooner.

### PURPOSE

- To advise municipal officials, public and private agencies, and other individuals to ensure compliance with federal, state and local disability laws.
- To promote full integration of persons with disabilities into the community.
- To provide information, referrals, and technical assistance to individuals, businesses and organizations in all matters pertaining to disability issues.
- To participate in a variety of forums and media events to develop public awareness of persons with disabilities, and
- compliance with the Americans with Disabilities Act (ADA).
- To provide funding to community based organizations so that persons with disabilities can participate more fully in programs and activities in Needham.

### FY03 HIGHLIGHTS

- Worked in conjunction with the Metro West Center for Independent Living in Framingham on all legal and technical matters pertaining to the disabled.
- Advised town officials and local businesses regarding the number and dimensions of handicapped parking spaces and of proper signage required for HP spaces in order to ensure compliance with ADA and the Architectural Access Board (AAB) regulations.
- Provided handicapped parking signs that comply with state regulations and town by-laws at a reduced cost to Needham businesses and town departments.
- Maintained a force of trained volunteers that assist the Needham Police by taking photographs of violators of handicapped parking regulations.
- Continued to work with local officials to ensure compliance with state and federal laws regarding placement and number of properly engineered curb cuts within the town.
- Worked with representatives from School Administration, a liaison from the School Committee, Municipal Building Maintenance Board (MBMB), Permanent Public Building Committee (PPBC) and Mass Office on Disability to ensure accessibility in Needham Public Schools, in particular the new construction at Broadmeadow and High Rock schools.
- Met with Library Board Trustees and representatives from PPBC to advise them of changes needed to meet ADA requirements regarding the potential use of High Rock as an interim library.
- Reviewed the town's ADA mandated Self Evaluation in preparation for formulating a town-wide Transitional Plan.



- Met with the Town Building Inspector, and representatives from the MBMB and PPBC to clarify NCOD's role in working with them to ensure accessibility in all municipal buildings.
- Continued to award grants to individuals and organizations for materials and programs relating to people with disabilities. (Funds made available from handicapped parking fines.)
- Worked with town and school representatives in an advisory capacity to ensure the accessibility of playground surfaces and equipment at the Rosemary Pool Complex and Eliot School.
- Completed and distributed the NCOD brochure.
- Remained informed about regulations and issues concerning people with disabilities through subscriptions to publications, newsletters and through the public media.
- Worked with local public and private organizations, businesses and individuals to ensure accessibility, especially in terms of building entrances and restroom facilities.
- Encouraged the Needham Cable Commission to continue programming of Radio Reading service on its local channel.
- Submitted articles for publication in the Needham newspapers with highlights of monthly NCOD meetings. Interviewed by a reporter from the Needham Times with subsequent articles published regarding handicapped parking and the potential use of High Rock School as an interim library.

#### **FY04 FORECAST**

- To continue to work with the School Administration, the liaison to the School Committee, MBMB, PPBC and the Park and Recreation Department in an advisory capacity to ensure compliance with AAB and ADA building codes

at schools, playgrounds and other municipal buildings as they are renovated. Emphasis will be placed on ensuring accessibility for the new construction and renovation at Library, Eliot and the high school.

- To formulate an ADA mandated Transition Plan for all departments in the Town of Needham.
- To continue to offer properly worded handicapped parking signs to public and private organizations and businesses at a reduced cost.
- To enforce proper usage of handicapped parking spaces through a program that tickets violators, in conjunction with the Needham Police.
- To utilize funds accrued from handicapped parking fines for the specific benefit of the disabled community through the issuing of grants.
- To continue to work with town officials to bring the Town of Needham into compliance with state and federal regulations regarding all accessibility issues.
- To continue to distribute the revised NCOD brochure.
- To dispense information and to serve as a resource to individuals in the Town of Needham on issues relating to the disabled.
- To continue to facilitate registration of persons with disabilities in the Enhanced 911 program, an automatic location identification system, in conjunction with Needham Town Hall and the Needham Police.
- To encourage Needham citizens to participate in NCOD meetings and encourage full membership in our 9 member commission.

For further information about the Needham Commission on Disabilities, and in particular about serving on the commission, please call NCOD at (781) 455-7500.

---

## **CULTURAL AND LEISURE SERVICES**

### **PARK AND RECREATION COMMISSION**

*Philip V. Robey, Chairman*  
*James F. Sargenr*  
*Jeffrey I. Meropol*

*Thomas J. Conroy*  
*Richard B. Weitzen*  
*Patricia M. Carey, Director*

#### **PURPOSE**

Empowered by Chapter 45 of the General Laws of the Commonwealth of Massachusetts, the Park and Recreation Commission:

- Provides balanced, year-round recreation programming and leisure services for all ages.

Serves as steward of over 300 acres of public park land and Town Forest; and schedules recreation and athletic facilities.

- Manages Rosemary Pool and Lake as the principal aquatic recreation facility.
- Provides long-range open space and recreation planning.
- Coordinates and provides support services for many community organizations.
- Provides youth leadership training and volunteer resource development.

## **TOTAL REVENUE \$251,747**

This revenue is collected through fees charged for Rosemary Pool, seven summer programs, and field administration fees.

With almost 12,000 individual households in Needham, the net tax cost for Park and Recreation services provided by the operating budget is approximately \$18 per household. The five members of the Park and Recreation Commission are elected to three-year terms. The Commission meets on the second and fourth Mondays of each month.

## **FY03 HIGHLIGHTS**

The benefits of Park and Recreation services, in communities across the country, are endless, and the Needham Park and Recreation Commission is proud of the partnerships it has developed with many in the town to enhance the lives of all Needham residents.

### **Environmental Benefits**

- Adopted Town of Needham policy on Integrated Pest Management (IPM) with the Board of Health and assisted with enforcement of IPM Plan and Child Safety Act;
- Worked with the Planning Board, Conservation Commission, and Management Information Services to create a comprehensive listing of Town-owned open space to assist with the development of an updated Open Space Master Plan;
- Participated on committee with representatives of other boards to prioritize listing of open space areas, noting which areas are available for uses other than current use;
- Director and Superintendent of Parks and Forestry Division of DPW participated in two-part cable series on creation of, maintenance of, and scheduling of town athletic fields;
- Finalized improvements to the landscaping at the Rosemary Pool Complex, to enhance participants' use and alleviate rainwater run-off problems;
- Began discussions with Charles River Watershed Association and MDC on placement of location marker signs along Charles River;
- Eagle Scout project at Town Forest finalized, with trail improvements and new trail map with color coded trails posted on new announcement board;
- Oversaw improvements to Cricket Field funded through a donation from the Needham Soccer Club. Project included new irrigation system and water well.

### **Economic Benefits**

- Commission waived Summer Program and Rosemary Pool fees equal to \$22,959 for Needham individuals and families in need of assistance, to enable all to have access to recreation and leisure activities;

- Commission conducted annual review of program fees, ensuring that all direct costs were covered by the fees paid by residents who participate in programs;
- Roche Brothers donated funds for new non-slip floor surface in shower areas at Rosemary Pool bathhouse;
- Women's Club donated full financial support for the summer Children's Theatre program;
- Needham Cultural Council, Louise Condon Realty, Needham Exchange Club, Needham Business Association, Roy Nutile Insurance, and many Needham residents donated funds in support of the summer Arts in the Parks concert series;
- Worked with parents to create memorial water bubble and garden area at Cricket, in honor of one student and three graduates of Needham High School who had died at early ages;
- Worked with two Girl Scout Gold Medal Award candidates on improvements to building at Camp Property;
- Participated in review process of Town Finances, conducted by the state's Department of Revenue;
- The Commission, with Board of Selectmen support; created a Field Maintenance Fee, for groups using town-owned athletic fields, to assist DPW Parks and Forestry Division with costs related to maintenance of athletic fields;
- Met with school principals to discuss effects of budget reductions in several departments on the operations of the schools;
- Department offered programs in the fall/winter/spring through the use of a revolving fund fees, generating almost \$110,000 in revenue for the cost of running those programs.

### **Community Benefits**

- Appointed by the Board of Selectmen, the Commission continued to serve as the Landfill Reuse Advisory Committee, and developed additional information on access to the site;
- Celebrated the 30<sup>th</sup> anniversary of Rosemary Pool being opened;
- Department continued to work with School Department on safe playgrounds, overseeing the installation of equipment at the Broadmeadow School; assisting with playground plans with Eliot Playground Committee; assisting with updating of playground equipment at Hillside School; repairing multiple pieces of playground equipment at Mitchell School; and addition of swing mats at Newman;
- Conducted study of park building roofs for capital improvement program;
- Continued to study possible use of Nike Site for athletic fields with committee created by School Committee;
- Supported the 100 year celebration of the laying of the cornerstone of Town Hall;



- Continued to work with Needham Community Wellness Collaborative, participating in its initiatives, including Eat Well/Be Fit, Needham;
- Assisted with communication for Eat Well/Be Fit, Needham committee, including monthly newspaper articles, and flyer describing work of the committee;
- Held Field Scheduling Summits with sport league officials regarding annual use of athletic fields and began long-term project on working with leagues to revise field scheduling policies to relieve overuse of fields and to benefit participants;
- Worked with elementary school PTC's on issues related to youth sports and health of participants;
- Participated on Newton/Needham Chamber of Commerce Committee seeking to have the two communities be host areas for the 2004 Democratic National Convention to be held in Boston;
- Worked with Director of Municipal Building Maintenance to re-draft regulations for use of school buildings;
- Assisted with 2nd Annual David Retik Race, based at DeFazio Park, held in memory of a Needham resident who died on September 11<sup>th</sup>.

#### **Personal Benefits**

- Director was presenter at several local organizations, including the High School panel on Town Meeting and discussion on community partnerships for Massachusetts Association of Health and Physical Education, Recreation and Dance;
- Assistant Director served as the Town's representative on the Needham Commission on Disabilities, assisting with creation of new booklet explaining the purpose of the committee and providing training on current ADA regulations regarding playgrounds;
- Director participated in information sessions for two new members of Board of Selectmen;
- Assistant Director oversaw enhanced summer staff training, with assistance of MBMB and DPW on safety issues;
- Director and Board of Health Director trained employees on updated Town Hall Evacuation plan;
- Director participated in town-wide Incident Command Training;
- Assistant Director oversaw development of new program offerings, including Razzle Dazzle, Summer Adult Tennis Clinic, clinics for ice fishing, clamming, and blue bass fishing;
- Assistant Director worked with YMCA and Youth Commission on Needham Unplugged, including one family night without homework, meetings or events;
- Director and/or Assistant Director attended workshops and seminars, including landfill reuse, playground safety and ADA requirements, the study of youth sports, integrated pest management, the building of natural and

- artificial athletic fields, safe pool operations, creative programming, and training of staff;
- Director became re-certified as a Certified Pool Operator;
- Director created monthly newsletter article for the Massachusetts Recreation and Park Association that provides information to elected and appointed board members on Park and Recreation boards.

#### **FY04 FORECAST**

- Participate in Community Preservation Act Study Committee;
- Work with PPBC on completion of renovations to Broadmeadow fields; renovations to Eliot field space; and renovations to High School field space;
- Complete access study of landfill, and move forward on Landfill Reuse Study;
- Continue long-term discussions with all sports organizations on creative scheduling of athletic fields that will benefit youth and adult users, as well as the maintenance of the fields;
- Re-open athletic fields at Cricket Field;
- Participate in Field Study Committee with representatives of youth organizations;
- Continue to work with Planning Board and Conservation Commission on the update of the Open Space Recreation and Conservation Plan;
- Review all fees and expenses in light of current economic forecast, and educate all residents on the benefits of many services offered by the department;
- Continue to work with Community Center Study Committee and related subcommittees on the creation of a municipal facility and parking garage that would benefit all residents;
- Restore building lost to fire at camp property on Rosemary Lake;
- Renovate basketball court at Perry Park;
- Create neighborhood playground committees for Cricket Field, Claxton Field and Mills Field;
- Continue study of possible skate park;
- Study the possibility of creating a Farmer's Market in town;
- Cooperate with other Town departments on collaborative projects and grant applications;
- Continue efforts to share information on playground safety; continue efforts to upgrade playground facilities according to current national codes;
- Continue to work with neighborhood groups for park enhancements and to alleviate issues related to park use, including Coulton Park, Riverside Park, Perry Park, DeFazio Park and Cricket Field;
- Work with town departments and other organizations to create better access to public lands and the Charles River;
- Support state, regional and national initiatives of the National Recreation and Park Association.

## MEMORIAL PARK

*William R. Dermody      John S. Gallelo*  
*John J. Logan, Jr.      Charles J. Mangine*  
*Edward L. McCallum      Robert Christopher Casavant*

### PURPOSE

- To provide a multiple use central gathering location dedicated to community use, in a safe and pleasant environment, honoring our Veterans.
- The 13.5 acre grounds, building, and scheduled use and operation of the facilities, is governed by (5) elected Memorial Park Trustees.
- Memorial Park is the site for many community activities such as, baseball, football, and the use of the track. Town civic organizations use the grounds for multiple uses and the Park and Recreation's use for family entertainment series during the summer. It is used by organizations such as Legion Baseball, Little League, Pop Warner, and the Needham Track Club.
- A large number of organizations utilize the Memorial

Park building to conduct meetings and house special events such as the Exchange Club's annual fruit sale.

- To provide a visible, attractive board for organizations to post and advertise up coming events. To provide an eye catching pleasant environment to sit and enjoy. The grounds are maintained by the Park and Forestry Department.

### FY03 HIGHLIGHTS

- Needham High School Graduation exercises for the class of 2002.
- The Exchange Club's Fourth of July festivities and fire works display.
- The Eli Bloom Special Olympics for Retarded Citizens.
- Arts in the Park sponsored by the Park and Recreation Department.
- The American Cancer Foundation fundraiser all night walk around the track.
- The Veterans Day and Memorial Day services to honor Veterans.

---

## NEEDHAM FREE PUBLIC LIBRARY

*Sally B. Powers, Chair      Lois F. Sockol*  
*Lois C. Bacon      Thomas M. Harkins*  
*Gail B. Hedges      Emily M. Salaun*  
*Gregory J. Shesko      Ann C. MacFate, Director*

### PURPOSE

The Board of Library Trustees has adopted the following Vision and Mission Statements.

**VISION STATEMENT:** Everyone will have access to the materials and information needed to satisfy educational, recreational, and cultural needs. Everyone will have the opportunity to develop the skills needed to locate, evaluate, and effectively use information in a changing technological world. Everyone will have access to programs that will help to develop reading/viewing/listening as a recreational pleasure and to view the library as more than an informational outlet.

**MISSION STATEMENT:** The Needham Free Public Library provides a high-demand, high-interest collection of print, non-print, and electronic materials to satisfy community needs for current titles and for information that will fulfill general requirements, formal education support, lifelong learning, and business and career needs. The library also maintains a Town Archives Collection and a Local History and Genealogy Collection. The library

provides the necessary assistance to access all collections of materials. The Board of Trustees supports the American Library Association's *Library Bill of Rights*.

### DEPARTMENTAL STATISTICS

#### Adult Department:

|                                |             |
|--------------------------------|-------------|
| Circulation (books, AV)        | 277,697     |
| Loaned to other libraries      | 13,703      |
| Borrowed from other Libraries  | 15,265      |
| Overdue notices and bills sent | 2,150       |
| Reserves placed                | 19,502      |
| Fines, fees collected          | \$57,265.71 |

#### Reference Department:

|                                |        |
|--------------------------------|--------|
| Reference questions answered   | 27,210 |
| Directional questions answered | 1,727  |
| Reference books checked out    | 191    |
| Genealogy Room users           | 171    |
| Computer workshops             | 64     |
| Remote Access                  | 30,248 |

#### Children's Department:

|                                |         |
|--------------------------------|---------|
| Circulation (books, AV)        | 179,730 |
| Reference Questions answered   | 7,877   |
| Overdue notices and bills sent | 1,236   |
| Reserves placed                | 775     |
| Story times and other programs | 113     |
| Attendance at programs         | 2,795   |

#### Technical Services Department;

|                                 |       |
|---------------------------------|-------|
| Adult books added to collection | 5,322 |
|---------------------------------|-------|



|                                   |         |
|-----------------------------------|---------|
| Technical Services Department;    |         |
| Adult books added to collection   | 5,322   |
| Adult books withdrawn             | 4,965   |
| Children's books added            | 1,993   |
| Children's books withdrawn        | 1,451   |
| CDs and audiocassettes added      | 933     |
| CDs and audiocassettes withdrawn  | 341     |
| Videocassettes and DVDs added     | 1,557   |
| Videocassettes and DVDs withdrawn | 223     |
| Total collection                  | 141,961 |
| Miscellaneous Statistics:         |         |
| Registered borrowers              | 17,952  |
| Total hours open                  | 3,096   |
| Attendance                        | 277,932 |

## FY03 HIGHLIGHTS

July/August—Library staff participated in the New Teacher Orientation, informing 60 new teachers about library services. Eight Project VAN volunteers spent a day at the library shifting books, cleaning computer keyboards, shelving books, and dusting shelves. Fifteen teens beat the summer heat by reading for 779 hours. 267 children signed up for the Children's Room Summer Reading Club 2002, "Star\*Spangled Summer @ Your Library. One hundred and nineteen bears and their owners came to the annual Teddy Bear Story Time.

September—The Friends of the Library sponsored a children's program called Yoga Play and held an extra book sale.

October—Parent Talk celebrated the work that members had accomplished in the Children's Room. The Play Area has new toys; new bulletin boards were installed; story times were enriched with craft projects. The Children's Room new no-registration format for story times was an instant success.

November—The Friends of the Library sponsored a musical program that featured compositions by Needham resident Phil Friedman. The Massachusetts Board of Library Commissioners reaffirmed Needham's certification. The Minuteman Library Network signed a contract with Innovative Interfaces, Inc. for new software. The Needham Public Library moved from twenty-sixth place to seventh place on the Massachusetts Board of Library Commissioner's Construction Project Funding List.

December—The Town was notified that Lois M. Carley had left the library a trust fund "for the purchase of books for the Children's Library at the Needham Public Library." The Needham branch of the Middlesex Bank presented the library with a donation from its New Accounts incentive program.

January—A computerized walk around the proposed renovated and expanded library was an immediate hit. For the first time in its history the library circulated more than 40,000 items in one month.

February—Jan Bowen and Margaret Pantridge agreed to co-chair the library's debt-exclusion override committee. Committee members chose the slogan ReNEW OUR LIBRARY...IT'S OVERDUE.

March—The annual McIver Lecture Series began with a historical interpretation by Kate Carner, *The First Woman Doctor in the West*. The Friends' March 1<sup>st</sup> and 2<sup>nd</sup> book sale set a winter sale record. The Friends of the Library replaced an iMac computer in the Children's Room. Thanks to a donated wireless access point router, the library now has wireless capabilities.

April—By a margin of 54% to 46% the voters of Needham approved the library's construction debt-exclusion override. In a celebration of Library Awareness Month, Selectman Jack Cogswell, Finance Committee Chairman Peter Adams, former Board of Library Commissioners member Robert Hall, and Library Trustees Sally Powers and Lois Sockol presented a Celebrity Story Hour to an appreciative audience. Gay Dennett (staff), Lois Sockol (trustee), and Priscilla Cahn (friend) represented the library at the annual NEF spelling bee. Library Trustee Emily Salaun and library user Dr. Herbert Goldings submitted "Why I Use My Library" stories to the Massachusetts Board of Library Commissioners for use on its web site, as part of a public awareness campaign.

May—Town Meeting Members approved unanimously the bonding for the library's construction/renovation project. The State's 2002 *Rankings Report* showed that, in its population group (25,000-49,999), the Needham Public Library ranked 4<sup>th</sup> in total circulation activity, 5<sup>th</sup> in attendance, and 6<sup>th</sup> in reference questions answered, while ranking 35<sup>th</sup> in hours open.

June—At the end of the month the Minuteman Library Network began using new software from Innovative Interfaces, Inc. Every staff member learned new procedures. For the second year in a row the library's circulation of items set a new record. The FY03 figure of 457,427 eclipsed the FY02 record-setter by 31,675.

## DONATIONS TO THE LIBRARY

In FY03 forty-nine people volunteered 1,342 hours of service to the library. Volunteers mended the library's books, dusted and straightened the library's shelves, and put returned materials back on the shelves. In addition, the Library Trustees and Friends of the Library worked many hours presenting programs, book sales, and other special events. The Friends of the Library donated more than

\$14,500 to the library during the fiscal year. This includes both cash gifts and direct payments for items. Friends donations paid for travel books; reference books; English as-a-second-language materials; children's books, videos, and DVDs; adult videos, DVDs, and CDs; children's programs; subscriptions to international magazines; and museum passes. The Needham Garden Club continued its stellar work at the library, maintaining the outside flower gardens and other plantings, providing weekly plant and floral arrangements, purchasing the pass to the Garden in the Woods, and arranging for the annual visit of the Plantmobile. Ed Morgan donated a Wireless Access Point Router, making it possible for the library to offer wireless Internet service. Members of the Needham Parent Talk group not only donated more than \$3,600 for toys for the Children's Room Play Area and changing tables for the public bathrooms but also purchased a bulletin board and put up a display on it. Other clubs, groups, organizations, companies, and individuals who made significant donations to the library in FY03 include:

- The Needham Lions Club
- The Lebensfeld Foundation
- Present Charitable Trust
- John Dewey
- Needham Rotary Club
- Parametrics Technology Corporation, Inc. (PTC)
- Touchdown Club

- Needham Women's Republican Club
- Colonel William McIntosh Chapter of the NSDAR
- New Beginnings
- Jacques Feichter
- Kalmia Garden Club
- Middlesex Savings Bank
- Project VAN (Volunteers Around Needham)
- Servathon 2003 Volunteers
- Needham High School Community Classroom Program

Thank you also to the many individuals who made memorial and honoring donations to the library during FY03. The trustees and staff are grateful to everyone who made a donation to the library. You enrich the library's collections, as well as the lives of the people of Needham.

|                                   |             |
|-----------------------------------|-------------|
| FY03 Memorials and Cash Donations | \$27,829.42 |
|-----------------------------------|-------------|

|   |             |
|---|-------------|
| FY03 Value of books, videos, etc. donated | \$12,476.00 |
|---|-------------|

#### **FY04 FORECAST**

Construction for the new Needham Free Public Library will begin!

## **DEVELOPMENT**

### **HISTORICAL COMMISSION**

*Carol Boulris, Chairman*  
*Louis Hutchins*  
*Elizabeth Rich*

*Norman Homsy*  
*Vicky Krupp*

#### **PURPOSE**

The Historical Commission was established in 1976 by Town Meeting during the Bicentennial of the United States of America. Commission mandates and directives are included in the Needham General By-laws and Massachusetts General Laws, Chapter 40, Section 8D. Duties of the five-member Commission, which is appointed by the Board of Selectmen, include recording the historical assets of the Town for local and state inventories and reviewing any proposed demolition involving a listed property.

#### **FY03 HIGHLIGHTS**

The Commission copied former member Leslie Crumbaker's monumental research work on the history of Needham's business district (YESTERDAY'S GREAT PLAIN VILLAGE: TODAY'S NEEDHAM SQUARE, 1800-1999),

placing a copy at the Needham Historical Society and the original work and a copy in the Needham Library Archival Collection for the use-by researchers.

The historic Browne-Whitney House on Garden Street was saved from demolition by developers Michael Tedoldi and Cynthia Loker with input from the Commission and neighbors of the property. In an unprecedented effort, a preservation restriction document (Rehabilitation Restriction and Easement Agreement) was agreed to by all involved parties. The main core of this historic property was preserved thereby in the development of this site into multi-units, with the agreement outlining and requiring ongoing preservation of the historic elements of the original architecture in Needham's only carpenter gothic building.

The Commission continued to be involved in discussions regarding the demolition of historic properties. Window replacement was allowed on one historic house because no demolition was involved. Discussion and review were held regarding the proposed demolition of the Newell Smith House at 891 Central Avenue. The original architecture of the house had virtually been destroyed by its various owners over the decades, with only 20% of the 1826 house remaining, making the structure so compromised that demolition took place when it was determined that there was not enough left to save. Discussions were held regarding the



George Hiram Gay House at 349 Great Plain Avenue. Upon review, the property was found to have minimal historic and architectural significance. Earlier renovations had changed the original Victorian shingle style to the Colonial revival style, so that architectural integrity was lacking. Demolition of the house took place and two new houses were built on the property.

#### FY04 FORECAST

Commission members will continue to work with the Needham Historical Society and the Newman Historic Complex Committee on the development of the Newman Historic Complex.

---

### PLANNING BOARD

*Bruce T. Eisenhut, Chairman*  
*Paul Killeen*  
*Robert T. Smart, Jr.*

*Devra Bailin*  
*Maurice Handel*  
*Lee Newman, Director*

#### PURPOSE

The Planning Board is charged with broad statutory responsibilities to guide the physical growth and development of Needham in a coordinated and comprehensive manner. Specifically, the Planning Board is legally mandated to carry out certain provisions of the Subdivision Control Law (M.G.L., Chapter 41, Section 81-K to 81-GG) and of the Zoning Act (M.G.L., Chapter 40A). These legal responsibilities are reflected locally in the Subdivision Rules and Regulations and Procedural Rules of the Planning Board and in the Town's Zoning By-Law. The specific services that the Planning Board provides are as follows:

Review and Approval/Disapproval of:

- Approval-Not-Required (ANR) Plans
- Preliminary Subdivision Plans
- Definitive Subdivision Plans, including ongoing administration
- Site Plans of certain larger developments (major projects)\*
- Residential Compounds (RC's)\*
- Scenic Road Applications

\* This includes Special Permit Decisions, with legal notices, public hearings, and written decisions; similar statutory procedures are followed for Definitive Subdivision Plans.

Review and Advisory Reports on:

- Site Plans of certain smaller developments (minor projects)
- Applications to Board of Appeals for variances and special permits
- Petitions for acceptance/discontinuance of public ways
- Initiation, Development, and Presentation of Proposed

The Commission will continue to support the use of the Emery Grover Building as a town facility, with the goal of preserving that architecturally distinct historic property in future planning efforts.

The Commission will continue to assess any properties on the Needham Historic Inventory which are threatened by proposed demolition.

The booklet THE HIDDEN PARKS OF NEEDHAM will be completed.

- Zoning Amendments to Town Meeting
- Preparation and Maintenance of a Master Plan and related planning studies to guide future physical growth and development in Needham (including studies referred to the Board by Town Meeting)
- Revisions to Subdivision Regulations and Procedural Rules of the Planning Board and printing of the same
- Reprinting of Town Zoning By-Laws and Zoning Map
- Provision of Information on Planning, Zoning and Development matters to the public (including residents, developers, and other government agencies).

It is important to note that if these services were not performed, the Town of Needham would be without the administration of land use planning and zoning regulations, and may be subject to lawsuits from private developers and citizens alike.

#### FY03 ACHIEVEMENTS

FY03 confirmed a reduction of the pressures for growth, change, and development in Needham as evidenced by a decrease in the number of Site Plan Special Permit and subdivision applications processed by the Planning Board. In its capacity as a special permit granting authority, the Planning Board processed 9 applications as Major Projects and 2 applications as Minor Projects under the Site Plan Review By-Law.

The Board processed 4 new Definitive Subdivision Plans for a total of 25 new residential building lots along with 6 Definitive Subdivision Plan amendments. In addition, a total of 12 plans were endorsed Approval-Not-Required (ANR) under the Subdivision Control Law, meaning that the lots created or altered on such plans met minimum frontage requirements.

The Board of Appeals referred 30 applications for variances, special permits, comprehensive permits, and administrative appeals to the Planning Board last year; and as required by

the Zoning By-Law, the Board reviewed each application and submitted its recommendations in writing to the Board of Appeals.

Having a sufficient supply of affordable housing in Needham, available to a broad variety of income groups, continues to be a major goal of the Board and Town. Accordingly, in the fall of 2002 the Needham Selectmen created the Comprehensive Community Housing Study Committee, made up of both town officials and at-large members. The Committee was asked to coordinate, research and make recommendations to the Town about ways of maintaining and increasing housing options for individuals and families with low and moderate incomes and, more particularly, to make recommendations which will have the effect of: 1) increasing the amount of housing for low and moderate income residents to 10%, the goal set by state law; 2) increasing the housing options for moderate income residents, including those who live in or work for the Town of Needham, so that they can remain in Town; and 3) building housing that remains affordable in perpetuity, as part of an overall plan for responsible land use and open space preservation, and in keeping with the character of the Town.

With assistance from Needham's Planning Department and consultants provided through the Executive Order 418 Community Development Plan program, the Committee undertook a vigorous planning program of studies and public workshops. The effort was divided into three phases. Phase one focused on the review and assessment of documentation and research already completed as well as the collection of new information to provide the framework for determining which affordable housing options were most appropriate for Needham's low, moderate, and middle income households and individuals. Phase two involved the preparation of an overall vision statement of Needham's long range housing goals for the creation of housing opportunities and the preparation of an inventory of best available strategies for developing affordable housing. Phase three focused on specific actions to preserve and create affordable housing opportunities in Needham for both the short and long term. A final plan, with policy recommendations for achieving the stated goals, is expected to be completed by the Committee in early FY04.

In FY03, the Planning Department provided staff support to the Open Space Study Working Group formed to: 1) identify all parcels owned by the Town of Needham; 2) gather information regarding each parcel, including present use, designation and manager; 3) determine whether each parcel should remain as it is now designated and used or whether the particular location and /or characteristics of a certain parcel merited transfer to a new manager or re-designation into a new category of use. Not included in the analysis was land presently under Housing Authority jurisdiction as such land is owned by the Commonwealth.

The Open Space Study Working Group is comprised of representatives of the Planning Board, Conservation Commission, Park and Recreation Commission, School Committee, Finance Committee and Housing Authority Board. The Town Administrator and School Superintendent also served on the Working Group. A final report with recommendations on each of the 153 identified town-owned parcels is expected for FY04.

The Town continued its membership in the Metro West Housing Consortium, which includes the Town's of Watertown, Brookline, Waltham, Newton, Belmont, Bedford and Lincoln. This year approximately \$1 million was allocated to the consortium by HUD for the development of low and moderate income housing. Participation in the consortium will provide Needham with \$68,000 in annual funds for affordable housing purposes. It is anticipated that FY03 and FY04 consortium funds will be utilized at High Rock Estates where the Housing authority is overseeing the replacement of approximately 20 of the 80 existing singly family homes with newly built two-family townhouses on the same lot.

Lastly, the Three Rivers Interlocal Council, a regional planning organization, provided the Planning Board and Planning Director with assistance on issues of traffic, land use and planning, and state policies and programs. Through its alliance with other members of the Council, Needham was able to influence development decisions affecting the future of the region.

#### **FY04 GOALS**

The coming fiscal year will bring a collaborative planning effort between the Town of Needham Planning Board and the Department of Urban Studies and Planning at MIT. Development of a plan for improving Needham Center will be the focus of a fall 2003 graduate level course entitled "Community Growth and Land Use Planning". The plan is intended as a guidance document to encourage and promote planning efforts in Needham Center, which includes a vision and specific recommendations related to the public realm, land use, zoning, urban design, streetscape improvements, parking and open space. It is anticipated that the plan will include: 1) Recommendations to enhance not only the entire downtown area but also specific properties, including recommendations for land use, streetscape and landscape improvements and amenities to help unify the area, all geared toward promoting a greater sense of place; 2) Identification of conceptual pedestrian and vehicular access and circulation improvements; 3) Recommendations and reuse strategies for encouraging the inclusion of affordable housing, either as a solitary use or in a mixed use context; 4) Recommendations and reuse strategies for highly visible parcels or key parcels that are likely to have major reuse or redevelopment potential; and 5) Recommendations for increasing the availability of parking intended to service



anticipated redevelopment options, including provision of structured parking facilities either above or below ground. Numerous public meetings are planned to solicit public input and engage the Town in a dialogue on strategies for improving this important asset. A final report with policy recommendations for land use regulations is expected in early 2004.

Lastly, the Planning Board will be completing the codification of the Town's Zoning By-Law. The Town has

engaged the services of General Code Publishers to assist the Board in undertaking this comprehensive analysis to ensure the validity, consistency and enforceability of all by-law provisions. It is anticipated that these revisions will be presented to a Town Meeting in the fall of 2004.

In closing, the Planning Board welcomes your participation in any of its meetings and, in particular, your expression of agreement or disagreement on positions the Board has chosen to take regarding the development of the Town.

---

## CONSERVATION COMMISSION

*Roy Cramer, Chairman*

*William Ely (resigned)*

*Robert Fox*

*John Marr, Jr.*

*Marsha Salett*

*Carl Shapiro*

*Sharon Soltzberg*

*Lisa Standley*

### PURPOSE

The main purpose of the Needham Conservation Commission is to protect and preserve the Town's wetlands and resource areas, to acquire and preserve open space in Needham, and to educate Town citizens about the importance of protecting wetlands and other open space. Other functions of the Commission include advising the Town on matters pertaining to use, management and protection of the Town's natural resources and open space, and management of conservation land, including the 362 acres at Ridge Hill Reservation. The Commission seeks to increase the open space resources of the Town through purchase, gift, or the granting by property owners of conservation restrictions on their property. Conservation restrictions enable property owners to retain their property and at the same time obtain tax benefits for the restriction.

### FY03 ACHIEVEMENTS

The Commission protects wetlands and resource areas by enforcing the State Wetlands Protection Act (Mass. G.L. Chapter 131, Section 40) and the Needham Wetlands Protection Bylaw. All alterations of land in wetlands or within 100 feet of a wetland require the filing of a Notice of Intent with the Commission and the obtaining of a Permit after a public hearing. This process allows the Commission to review proposed projects and condition the work in a way that will not have an adverse impact on the wetlands and its many functions.

During FY03, the Commission met formally 23 times and conducted 31 Public Hearings of which 13 were Notices of Intent, 8 were Requests for Determination of Applicability, 4 were for Abbreviated Notices of Resource Area Delineation, and 6 were requests for Amendments to existing Orders of Conditions. In addition, the Commission

issued 16 Certificates of Compliance for Orders of Conditions, 14 modifications to Orders of Conditions and addressed several violations of state and local rules and regulations by issuing Enforcement Orders. This level of filings reflects a continuing trend of homeowners to build house additions and of developers to tear down and rebuild. Each project site is visited at least once by the Commission before an Order of Conditions is issued; projects are monitored during construction by Commissioners or the conservation administrator; and before issuing a Certificate of Compliance the Commission requires proof that the project has been built in conformance with the Order of Conditions.

In FY03, the Commission reviewed and monitored projects ranging from the installation of in-ground utilities, the construction of Olin College of Engineering, dredging Sportsman's Pond, improvements at St. Sebastian's School, on-going development of numerous individual lots. The Commission has also been working with other Town officials to update Needham's Open Space Plan.

### FY04 GOALS

The coming year will continue to be a complex and busy one due to the anticipated number of proposals to develop land adjacent to wetlands as well as the application of the Rivers Protection regulations that established a new protected resource area (200 feet from any perennial river or stream) with new performance standards. The Commission plans to increase its efforts to educate the public on the value of open space, passive recreation, and conservation. In particular, the Commission looks forward to implementing the trail maintenance and improvement plan on Commission administered lands.

The Commission encourages the involvement of all interested Needham residents in helping to preserve and expand the natural resources of the Town. The Commission meets twice monthly on Thursday evenings at 7:30 pm, and all Needham citizens are invited to attend.

## BOARD OF APPEALS

*William J. Tedoldi, Chairman*

*Michael A. Crowe*

*Gregory J. Condon, Associate*

*Jon D. Schneider*

*Susan Glazer, Associate*

The Board of Appeals consists of three regular members and two associate members appointed by the Board of Selectmen, as authorized and established by General Laws, Ch. 40A, the Home Rule Charter Act and Article VIII of the General By-laws.

### FY03 HIGHLIGHTS

The Board met nineteen times this fiscal year to hear 27 applications for Special permits; 24 were approved, 1 was denied, 1 withdrawn and 1 continued. Two applications were heard for Variances; 1 Variance amendment was

approved, one was denied. There were two appeals from the decision of the Building Inspector: 1 was upheld, one overturned. Four different Ch. 40B applications were heard: 2 were approved, 2 denied.

### FY04 Forecast

Additional applications for Comprehensive Permits under Ch. 40B (development providing an affordable housing component) are anticipated. Recommendations and input from other boards, town departments and interested persons are an integral part of the Board of Appeals decisions. Notices for hearings are published in the legal advertisements and posted at the Town Hall. Applications for permits are available in the Town Clerk's office, where all Board decisions are filed, and are a matter of public record.

---

## FINANCE

### DEPARTMENT OF FINANCE

*Dave Davison, Assistant Town Administrator, Director*

*Melissa Mitrook, Comptroller*

*Evelyn Poness, Treasurer*

*Robert Burke, Director, MIS*

*Debra Smith, Parking Clerk*

The Department of Finance consists of the offices of Director of Finance, Comptroller, Collector and Treasurer, Management Information Services, and Parking Clerk. The Department is responsible for the overall financial management of the Town, advising the Town Administrator on the Town's financial condition, assisting with the preparation of the five-year Capital Improvement Plan, providing status reports, cash management, debt management, property tax and utility billing, collection activities, risk management, audit review and internal financial controls, Minority Business Enterprise and Contract Compliance, supporting all aspects of the Town's data processing and network operations, and hearing appeals on and enforcing the collection of parking fines.

The department is responsible for complying with a myriad of municipal finance laws and regulations as well as meeting the financial reporting requirements of the federal and state governments. These financial controls are essential in order to properly safeguard taxpayer dollars. Much of the activity of the Department of Finance involves the day to day management of the Town's finances including the \$69.3 million general fund budget, \$5.9 million in special revenue, and \$11.6 million in enterprise funds (water, wastewater and solid waste), and the trust funds. The department also

monitors and reviews the capital spending of the departments. The department processes the payroll including all monthly, quarterly and annual reports for town and school employees. The department processes weekly hundreds of invoices for payment to vendors for services and supplies procured by town departments.

### FY03 Highlights

The Finance Department reduced the number of full time positions in the department even though demands on the department from federal and state agencies, town boards and departments, and citizens have continued to increase in number and scope. The department will also assume new and added responsibilities with the implementation of new parking regulations and a tax assistance donation program. The department also re-examined work assignments in the MIS division to see if some functions would be better served by other departments. As a result student administration functions normally performed within the MIS department were transferred to the school department.

During FY03, in accordance with the new accounting standard issued by the Government Accounting Standards Board (GASB) statement #34, the town is required to record capital assets of the general fund, and the capital assets and infrastructure of the enterprise funds. This was a major undertaking, and was more difficult because of the age of many of the assets which required extensive research to establish the historical cost. With the assistance of the department managers, their staff, as well as staff in the



finance department, we were able to meet the requirements of statement #34 without the need for consulting and appraisal services or increased staff. Total fixed assets, net of depreciation, for the General Fund is \$51,526,594. The total net fixed assets for the Enterprise Funds is \$38,975,027.

Although the Town has two additional years to incorporate the general fund infrastructure assets (roads, bridges, culverts, etc) under the requirements on GASB Statement #34, we will complete the work and meet the requirement during FY04. With this additional work that we must do, our workload has increase without the increase of additional staff.

During the year the department issued 37,800 sewer and water bills, 43,038 personal and real estate property tax bills, 24,389 motor vehicle excise bills. The treasurer's office also processed approximately 12,000 (RTS) landfill stickers sales during 2003.

The collection rate for all receivables billed through the collector/treasurer's office remains high, and the property tax collection rate remains very strong with more than 98% paid by the due date. As a result of the strong collection rates, and even though interest rates have continued to remain low, rates that have not been seen in more than a generation, the Town was able to earn \$506,883 in interest for the General Fund during FY03.

The Treasurer issued \$5,553,000 in long term debt and \$24,120, 000 in short term debt. To assure the best interest rate available, Needham submits all financial data to Standard and Poor's credit rating agency. Once again S and P returned a rating of AAA on all outstanding long term debt and a rating of SP-1+, the highest rating possible on short term debt. The total long term debt outstanding as of June 30, 2003 was \$28,229,664.

The MIS division was able to complete a major upgrade of the main computer system during 2003. A new IBM iSeries (AS/400) model 270 was installed in the fall. This new computer considerably improved the speed and performance from that of the old machine. With this new equipment the MIS department also upgraded the financial software from H T E. The Town's official Web Page continues to expand with more data and more departments coming on line, the town's address is [www.town.needham.ma.us](http://www.town.needham.ma.us). MIS continues to move forward with its extensive Geographical Information Systems (GIS) implementation project and aggressive timeline to add multiple map layers to the established database. Projects that have been completed include:

School Redistricting Project  
Student Walking Distance Project  
Open Space Project

- Open Space Data Layer Developed
- Fire Hydrant Inventory
- Fire Hydrant Data Layer Developed
- Highway Plowing and Sanding Mapping
- Salted Roads Data Layer Developed
- Salted Parking Lots Data Layer Developed
- Safe Walking Routes/Plowed Sidewalks Data Layer Developed
- Miscellaneous Maps Created for Highway Dept.
- Assessor's Neighborhood Mapping Project
- Neighborhood Data Layer Developed
- Neighborhood Map Created for Assessor's Office
- Town Forest Trails Mapping Project
- Town Forest Trail Data Layer Developed
- Town Forest Trail Map Created for Distribution
- Miscellaneous Data Layers Developed
- Bacteria Sampling Locations
- Potential Vernal Pools
- Public Bus Route w/ Shelters
- Flooded Street Areas
- Crossing Guard Locations
- Web Site Maps
- Official Town of Needham Street Map

The Parking Clerk has been involved in the Parking Committee's issuance and regulation of All Night Parking Permits. As in prior years the Parking Clerk is required to handle all customer communications involving permits. During the summer of 2003 the Town decided to research the implementation of a new All Night Parking Permit system. The Parking Clerk devoted many extra hours towards the design of a new permit, the composition of the new permit application, a reassessment of all the current locations and written correspondence to both new and current applicants.

#### **FY04 Department Objectives**

1. Update the five-year capital improvement plan.
2. Update revenue projections for the coming year.
3. Continue aggressive collections of delinquent taxes, motor vehicle excise and water and sewer charges.
4. A successful migration of the town's financial software applications from a text to a graphical front end for enhanced functionality and ease of use.
5. Install and employ the next level of public safety software and new hardware without negatively impacting public safety operations.
6. Issue additional long-term debt in the spring of 2004.
7. Conduct a review of the RTS sticker sale and distribution process, make recommendations for improvement and for administrative ease.
8. Continue to improve and develop the town's official web site, and work toward creative operational solutions to meet the growing demands for the web site.

We have also submitted as part of the annual town report, the general fund balance sheet for the fiscal year ending June 30, 2003, the statements of budget appropriations and expenditures for the general fund and the three enterprise funds for FY03, and the schedule of trust funds for FY03.

---

## FINANCE COMMITTEE

|  |                      |
|--|----------------------|
| <i>Theodore Weiner, Chairman</i>         | <i>Mark Fachetti</i> |
| <i>Damon Borrelli</i>                    | <i>Jake Filoon</i>   |
| <i>Peter Adams,</i>                      | <i>Jane Howard</i>   |
| <i>Richard Creem</i>                     | <i>Stephen Jonas</i> |
| <i>Susan Herman, Executive Secretary</i> |                      |

The Needham Finance Committee is charged with the responsibility of assembling and recommending a balanced budget to Town Meeting for its consideration and vote. The annual budget, which provides funds for every town service, must be readied within the revenue projections prepared by the Director of Finance of the Town and voted by the Board of Selectmen. Of equal importance, the Finance Committee seeks to educate, inform, and make recommendations to Town Meeting on the many financial matters it deliberates on behalf of the town's citizens.

For good reasons, Finance Committees are often described as "the eyes and ears of Town Meeting" and the fiscal watchdog of their communities. The members of the Needham Finance Committee are appointed by Michael K. Fee, the Town Meeting Moderator. They are dedicated, talented, and savvy, and they possess the energy and time to represent the taxpayer throughout the budget process.

To do its job, the Finance Committee must think both short and long term. In the short term, it seeks to recommend a budget that protects the well being of the town's citizens as well as maintain critical infrastructure. Recognizing funding limitations, the annual budget process calls for the Finance Committee to continually evaluate and prioritize town services and departments' requests.

The Finance Committee must always be mindful of the long term and vigilantly recommend that the fiscal strength of the community be maintained. The Finance Committee believes that future citizens have the right to inherit a sturdy financial foundation. This will allow future citizens to not only maintain the town's services but replace valued infrastructure in an orderly manner. Balancing the needs of the present and future citizens is challenging, and requires careful thought and discussion by the Finance Committee throughout the year.

The challenge of funding and prioritizing the needs of today's citizens is amplified during difficult fiscal times such as the one we are currently experiencing. In fact, it has been, and remains, as of this writing, "a perfect storm."

Finally, if you have any questions or concerns, please do not hesitate to contact us. We wish to continue our commitment to improving customer service and seeking better ways to perform our responsibilities and duties.

Needham depends on different types of revenue to provide services to the town's citizens and sustain its capital assets. The property tax levy is a stable source of revenue for the town and is allowed by law to increase no more than 2 ½% in total, plus the new growth the community experiences in any particular year. The property tax levy contributes roughly 75%-80% of the town's total revenues.

While the property tax is stable, other sources of revenue are not. Needham depends on certain state aid in order to fund its expenditures. As of this writing, it is estimated by the Director of Finance that state aid to Needham will have declined by about \$2,000,000 or nearly 25% from the end of Fiscal 2003 to the end of Fiscal 2005. This is a staggering decline. In addition, important sources of local revenue are less steady than the property tax. Licenses and permits, as an example, are sensitive to the economy, while the town's investment income is sensitive to the level of interest rates.

At the same time that revenue growth has moderated, the rate of increase of certain expenses has accelerated. In particular the town has been, and continues to experience, a double digit rate of increase in health insurance costs. Because the increase has been much faster than the rate of revenue growth, it leaves less for Town Meeting to appropriate to the various departments you have read about in this annual report.

In many instances, the rate of salary growth for town employees has, and continues to exceed, the rate of revenue growth. Total salary increases are made up of a cost of living adjustment, as well as step and longevity increases. When all three types of increases are combined, the rate of increase for salaries can surpass the rate of revenue growth. For Fiscal 2003 the combination of these forces meant the Finance Committee scrutinized existing department budgets and prioritized departments' requests, before recommending the budget to Town Meeting. Very few additional items could be recommended for the fiscal year that ended on June 30<sup>th</sup>, 2003.

For Fiscal 2004, the "perfect storm" meant, unfortunately, that the Finance Committee recommended actual reductions in town services to Town Meeting. The Fiscal 2004 budget recommendation was crafted after deliberating the impact each reduction would have on the town's citizens. Fiscal 2004 began on July 1<sup>st</sup>, 2003 and will end on June 30<sup>th</sup>, 2004.



As of this writing, the storm continues. As you read this report the Finance Committee will have readied the Fiscal 2005 budget for Town Meeting's consideration. The Chairman's letter, which accompanies the Town Meeting warrant, will discuss the highlights of this budget.

The Finance Committee assures you it continues to do its job. Each department's budget will have undergone

rigorous review in an effort to sustain as many town services as possible. Before being recommended to Town Meeting, the Finance Committee will have prioritized the town's services after careful consideration and debate. The process will have been accomplished in the most objective and fair manner, with the highest regard for the citizenry.

## Board of Assessors

*James M. Zeiger, Chairman*      *Thomas J. Mulhern*  
*John F. Ryan*      *James C. Weidenfeller, Director*

The Board of Assessors is responsible for the administration of a wide range of state laws pertaining to *ad valorem* taxation. Valuation of real estate, personal property, motor vehicle excise tax and boat excise tax is done on an annual basis. Data pertaining to each class of property is maintained and updated on a regular schedule. Upon completion of the annual and special town meetings and receipt of warrants from county and state sources, the financial information is processed in preparation for the tax rate setting by the Selectmen and the Board of Assessors.

### FY03 ACHIEVEMENTS

Completion of the 4<sup>th</sup> in-house revaluation certification was the major achievement for the year. Completion of this project in house results in a savings to the town of over \$150,000. Property records are now available to everyone on line at the town website. By visiting [www.town.needham.ma.us](http://www.town.needham.ma.us) and following links to Assessors' records the current property record card for any property in town is available. The Board decided that for reasons of privacy protection owner's names would not be shown on the web site. Owner names can be obtained at the computer terminal in the Assessors' Office.

Special mention must be made here of the retirement of 3 long time dedicated employees from this office. Rita Roman with 37 years, Lois Duffy with 25 years and Nancy

Thompson with 18 years of service all retired in 2002 and 2003. Their experience and dedication will be missed.

### FY04 GOALS

Recent changes in state laws require annual updating of all real and personal property values to minimum state requirements. While the Assessors have been doing this since 1992, new reporting requirements are much more stringent than previously. A new program of notification of inspections has been implemented to try and cut down on the refusals of inspections. Such refusals often result in higher than necessary assessments.

The recent retirements in the office and budgetary restraints have enabled restructuring of staffing. Two of the clerks have not been replaced. One of the positions was reclassified as "data collector". The reclassification will place a much-needed person in the field collecting data primarily on Personal Property.

#### THE INVENTORY

|                   |      |
|-------------------|------|
| Single family     | 8297 |
| Condominium       | 513  |
| Two family        | 343  |
| Three family      | 20   |
| Four plus family  | 25   |
| Vacant land       | 183  |
| Chapter land      | 7    |
| Mixed Use         | 29   |
| Commercial        | 371  |
| Industrial        | 45   |
| Personal Property | 907  |

## TOWN OFFICIALS

### ELECTED

#### Assessors

James M. Zeiger, Chairman

Thomas J. Mulhern

John F. Ryan

#### Board of Health

Alan K. Stern, M.D., Chairman

Peter S. Connolly, M.D.

Edward V. Cosgrove, Ph.D

#### Commissioners of Trust Funds

Patrick C. Forde

Robert D. Hall, Jr.

Ford H. Peckham

#### Constables

William F. Hines

Charles G. Wright

#### Housing Authority

Richard W. Gatto, Chairman

Cheryl Gosmon

Christine H. Miara

Sharon C. O'Brien

Gerald F. O'Keefe

#### Moderator

Michael K. Fee

#### Park and Recreation Commission

Philip V. Robey, Chairman

Thomas J. Conroy

Jeffrey I. Meropol

James F. Sargent

Richard B. Weitzen

#### Planning Board

Bruce T. Eisenhut, Chairman

Devra Bailin

Maurice Handel

Paul Killeen

Robert T. Smart, Jr.

#### School Committee

Donald B. Gratz, Chairman

Gary Crossen

Paul Denver

Karen Price

Irwin Silverstein

Jeff Simmons

Susan Welby

#### Selectmen

Daniel P. Matthews, Chairman

James G. Healy

John A. Bulian

John H. Cogswell

Gerald A. Wasserman

#### Town Clerk

Theodora K. Eaton

#### Trustees of Public Library

Sally B. Powers, Chair

Lois C. Bacon

Thomas M. Harkins

Gail B. Hedges

Emily M. Salaun

Gregory J. Shesko

Lois F. Sockol

#### Trustees of Memorial Park

Robert Christopher Casavant

William R. Dermody

John S. Gallelo

John J. Logan, Jr.

Charles J. Mangine

Edward L. McCallum

### APPOINTED BY THE SELECTMEN

#### Animal Control Officer

Harry Greenlaw

#### Director of Emergency Management

Charles J. Rizzo

#### Director of MIS

Robert A. Burke

#### Director of Public Works

Richard P. Merson

#### District Director of Veterans' Services/Veterans' Burial

#### Agent/Veterans' Graves Officer

John J. Logan, Jr.

#### Fire Chief / Superintendent of Fire

#### Alarms/Forest Warden

Robert A. DiPoli

#### Inspector of Buildings

Daniel P. Walsh

David Berg (sub)

Leo Muldoon (sub)

Thomas A. Russo, II

#### Inspector of Plumbing and Gas

William Kinsman

Robert Hauptman (sub)

Cyril Kavanagh (sub)

Tim Sullivan (sub)

#### Inspector of Wiring

Ernest J. Hohengasser

Gary Ajamian

Richard Greaves (sub)

John Anzivino (sub)

Scott Chisholm (sub)

Peter J. Frady

#### Police Chief / Keeper of the Lockup

William G. Slowe



**Sealer of Weights and Measures**

John Horgan

**Superintendent, Garage**

Stephen J. Hawes

**Superintendent, Highway**

Rhainhardt Hoyland

**Superintendent, Parks /Forestry**

Lance Remsen

**Superintendent, Water/Sewer**

Robert. A Lewis

**Town Administrator**

Kate Fitzpatrick

**Town Comptroller**

Melissa Mitrook

**Town Council**

David S. Tobin

**Town Engineer**

Anthony Del Gaizo

**Treasurer and Tax Collector**

Evelyn M. Poness

**Ad Hoc Insurance Advisory Committee**

Albert H. Shapiro

Richard Davis

Niels H. Fischer

Paul Winnick

David Davison (ex officio)

**Board of Appeals**

William J. Tedoldi, Chairman

Michael A. Crowe

Jon D. Schneider

Gregory J. Condon, Associate

Susan Glazer, Associate

**Cable Television / Advisory Committee**

Jon Tamkin, Chairman

Siben Dasgupta

John Fountain

Michael Greis

Tanvir Khan

Walter F. McDonough

Michael J. Riley

**Commission on Disabilities**

Elaine Saunders, Co-chair

Jeanie Martin, Co-chair

Susan Crowell

Frank DerSarkisian

Trudi Farnham

Karen Peirce

Susan Rains

Dale Wise

**Conservation Commission**

Roy Cramer, Chairman

William Ely (resigned)

Robert Fox

John Marr, Jr.

Marsha Salett

Carl Shapiro

Sharon Soltzberg

Lisa Standley

**Council on Aging**

Robert Batchelder, Chairman

Betsy Tedoldi

Helen Hicks

Jan Dorsey

Roma Jean Brown

Vivian McIver

Susanne Hughes

Andrea Rae

Morrie Dettman

Derrek Shulman

Nina Silverstein

Ruth Moy.

**Cultural Council**

Annette Der Sarkisian

Emily Dreifus

John A. Jensen

Carolyn Spiros

Jean Cronin Connolly

Claire Messing

Robert Larsen

Marti Hayes

Larissa Drayer

**Economic Development****Advisory Committee**

John Edgar, Chairman

John H. Cogswell

Matthew Talcoff

Louise Condon

William Dermody

Bernard Ford

Jeffrey M. Friedman

George Giunta

Maurice Handel

Colleen Keating

Lee Newman

Sean Sweeney

Gerald A. Wasserman

Sam Bass Warner

**Historical Commission**

Carol J. Boulris, Chairman

Norman A. Homsy

Louis Hutchins

Vicky Lynne Levy Krupp

Elizabeth Rich

**Human Rights Committee**

Michael Vaughn, Chairman

Carolyn Edge

Anna Kerr

Toni Kennedy

James Glickman

Karen Hoffman

Thomas Lambert

A. Fay Remnitz

Gordon Riedell

Barbara Weidlich

Robert Downs  
Tanvir Khan  
**New England Business Center  
Economic Development  
Advisory Committee**

John H. Cogswell  
Jerry Derenzo  
Michael Eisenstadt  
Kenneth Epstein  
Richard Epstein  
Michael Eisenstadt  
Maurice Handel  
Tony Hatoun  
Carmelo Iriti  
Helen Krawiecki  
Melanie Prescott  
Alexander Prohodski  
Jim Rosenfeld  
Paul Salemi  
John Terrazzino

**Registrars of Voters**

John W. Day  
Barbara B. Doyle  
Mary J. McCarthy  
Theodora K. Eaton (ex officio)

**School Safety Committee**

Michael P. Murphy  
Deborah A. Coyle  
Cynthia Conturie  
Robert Everts  
Sheila Hamwey  
Mary Quirk

**Solid Waste Disposal /**

**Recycling Committee**

John Bulian  
Lee Fox  
Jeffrey Heller  
Keith Saxon  
Rachel Spector  
John H. Cogswell (ex officio)  
**Stephen Palmer Rent Review /**

**Tenant Selection Committee**

Gary Petrini  
William Okerman  
Robert T. Heald

**Technology Advisory Board**

Peter M. Anderson  
David Escalante  
Steven B. Handler  
Carl Rubin  
Michael Greis, CATV Rep.  
Robert Burke (ex officio)  
Linda Conneely (ex officio)  
David Davison (ex officio)  
Ann Gulati (ex officio)  
Joanne Kossuth, non-voting

**Water and Sewer Rate  
Structure Committee**

John H. Cogswell (ex officio)  
John P. Cosgrove, Jr.  
John D. Marr, Jr.  
Stanley Stanzin  
Nick Renzulli

**APPOINTED BY THE MODERATOR**

**Finance Committee**

Peter Adams, Chairman  
Damon J. Borrelli  
Richard Creem  
Mark P. Fachetti  
John W. Filoon, III  
Jane Howard  
Steven A. Jonas  
Theodore Weiner  
Gerald G. Sullivan, Executive Secretary

**Personnel Board**

John Dennis, Chairman  
Richard Creem  
Patricia A. Forde  
Vivian Hsu  
Richard Lunetta

**APPOINTED BY THE ELECTED  
AND APPOINTED BOARDS**

**Administrative Assessor**

James C. Weidenfeller

**Assistant Town Clerk**

Helen Atkinson

**Building Construction and Renovation Manager**

Steven Stewart

**Director of Municipal Building Maintenance**

Mark LaFleur

**Director of Public Health**

Janice Berns

**Director of Youth Commission**

Jon Mattleman

**Environmental Health Agent**

Tara Gurge

**Executive Director, Council on Aging**

Sharon Lally

**Executive Director, Needham Housing Authority**

Cynthia Howe

**Library Director**

Ann MacFate

**Planning Director**

Lee Newman

**Park and Recreation Director**

Patricia M. Carey

**Superintendent of Schools**

Stephen Theall



**Community Center Study Committee**

Helen Jursek  
Patricia M. Carey  
Thomas Harkins  
Keith McClelland  
Betsy Tedoldi  
Susan Welby

**Contributory Retirement Board****Under vote of Town 11/3/36)**

Evelyn M. Poness (ex officio), Chairman  
Kate Fitzpatrick  
Thomas A. Welch, II, by vote of employees  
and retirees  
John P. Krawiecki, by vote of employees  
and retirees  
Robert Mearls, by members  
of the Retirement Board

**Design Review Board**

Mark Gluesing  
Fred Sklar  
Timothy Tierney  
Eugene R. Bolinger  
Jeffery M. Sakowitz  
Stephen Tanner  
Dori Beth Mock  
Alexander Prohodoski (Alternate)

**Future School Needs Committee**

James Lamenzo, Chair  
Ann DerMarderosian,  
Mary Riddell  
Roger Toran  
Jeff Simmons  
Marjorie Margolis  
Loretta O'Grady  
Kate Wescott

**Municipal Building Maintenance Board**

Kate Fitzpatrick, Chairman  
Patricia M. Carey  
Ann MacFate  
Richard P. Merson  
Stephen Theall

**Permanent Public Building Committee**

John Connelly, Chairman  
Joseph Carroll  
Theodore Crowell  
George Kent  
Greg Petrini  
Steven Popper  
Paul Salamone

**Transportation Committee**

Richard Creem, by Selectmen, Chairman  
Duncan Allen, by Selectmen  
Lida E. Harkins  
Linda Hoard, by Planning Board  
Jane A. Howard, by Moderator

**Youth Commission**

John Romeo, Chairperson  
Doug Levy  
Connie Barr  
Cathy Lunetta  
Katie Finesilver  
Joey Nowd  
Tom Lambert  
Debbie Winnick

## TOWN MEETING MEMBERS

### AT LARGE 2004

Michael K. Fee  
Theodora K. Eaton  
Daniel P. Matthews  
James G. Healy  
John A. Bulian  
John H. Cogswell  
Gerald A. Wasserman  
Alan K. Stern  
James M. Zeiger  
Sally B. Powers  
Philip V. Robey  
Paul Killeen

137 Fox Hill Road  
51 Bonwood Road  
31 Rosemary Street  
767 South Street  
86 Peacedale Road  
1479 Great Plain Avenue  
80 Rolling Lane  
86 Meetinghouse Circle  
156 Woodbine Circle  
47 Scott Road  
12 Fletcher Road  
66 Henderson Street

Deborah H. Anastas<sup>165</sup>  
Maureen E. Dimeo  
George Giunta, Jr.  
Albert E. Mills  
Glenn S. Orenstein  
Meredith P. Page  
Stanley E. Piltch  
Sarah Ann Toran  
Elizabeth Ann Mills

Brookside Road  
442 Central Avenue  
604 B Central Avenue  
177 Jarvis Circle  
131 Taylor Street  
19 Glendale Road  
44 Hunnewell Street  
945 Central Avenue  
177 Jarvis Circle

### 2006

Damon J. Borrelli  
Wilfred G. Corey  
Needham  
John J. Frankenthaler  
David C. Harris  
Thomas M. Jacob  
Mindy A. Merow Rubin  
Kevin T. Pendergast  
Steven Rosenstock

651 Central Avenue  
61 Rolling Lane

33 Brookside Road  
94 Cynthia Road  
67 Clarke Road  
27 Cynthia Road  
24 Bess Road  
44 Bess Road

### PRECINCT A 2004

Sydney Randall  
Alan S. Fanger  
Louis M. Picariello  
Alan J. Davidson  
Stuart J. Farkas  
Richard D. Lempitski  
Louise P. Swanson  
George Tarallo

62 Noanett Road  
46 Horace Street  
164 St. Mary Street  
26 Elder Road  
17 Wayne Road  
23 River Park Street  
20 Lakin Street  
76 Ardmore Road

### 2005

Michael A. Cerundolo  
Richard S. Creem  
John D. Genova  
Donald B. Gratz  
Karen N. Price  
Irwin Silverstein  
Nina Silverstein  
Karen S. Tiberi

58 Taylor Street  
12 Gary Road  
11 Jennifer Circle  
330 Central Avenue  
386 Central Avenue  
44 Reservoir Avenue  
44 Reservoir Avenue  
3 Reservoir Avenue

### 2006

Cheryl Gosmon  
Mary E. Keane-Hazzard  
Walter D. Herrick  
Wanda Lempitski  
Karen R. Levine  
Blanche D. Randall  
Rhonda K. Spector  
George E. Travis, Jr.

33 Capt. Robert Cook Drive  
198 Webster Street  
131 Pine Grove Street  
23 River Park Street  
317 Central Avenue  
62 Noanett Road  
79 Sunnyside Road  
56 Capt. Robert Cook Drive

### PRECINCT C 2004

Stanton H. Davis  
William H. Dugan, Jr.  
Eric D. Leskowitz  
Barry S. Levine  
Daniel L. Lintz  
Carl J. Lueders  
Lyn H. Robbins-Jekowsky  
Derrek Lane Shulman

54 Mackintosh Avenue  
29 Pine Street  
23 Tolman Street  
32 Carol Road  
71 Fuller Brook Avenue  
34 Whitman Road  
530 High Rock Street  
11 Mary Chilton Road

### 2005

Paul S. Alpert  
Peter A. Alpert  
Jan D. Campbell  
Mark J. Gluesing  
Howard S. Goldman  
Christine M. Harvey  
James D. Masterman  
Sandra Balzer Tobin

116 Pine Street  
108 Locust Lane  
461 Charles River Street  
48 Macintosh Avenue  
15 Cedar Springs Lane  
80 Mackintosh Avenue  
53 Canavan Circle  
59 Winding River Road

### 2006

Susan A. Barber  
Russell S. Broad, Jr.  
Christopher Richard Dollase  
John H. Haslip  
Cynthia D. Loker  
Ruth Z. Nadol  
Steven C. Sharaf  
Paul B. Tillotson

74 Stockdale Road  
94 Mayflower Road  
31 Standish Road  
43 Whitman Road  
8 Bonwood Road  
640 Charles River Street  
93 Standish Road  
21 Howe Road

### PRECINCT B 2004

George Baierlein  
Robert D. Friedman  
Sandra E. Jaszek  
Richard B. Moody  
Brian M. Sosner  
Carol S. Sosner  
John F. Whalen, Jr.

50 Nardone Road  
20 Glendale Road  
18 Crescent Road  
22 Parish Road  
55 Cynthia Road  
55 Cynthia Road  
297 West Street

### 2005

### PRECINCT D 2004

Lois C. Bacon

29 Harding Road



Mark S. Driscoll  
Bruce T. Eisenhut  
Roger B. Hunt  
Kathleen M. Lewis  
Antonio M. Manzoni  
Jeffrey B. Megar  
Thomas F. Soisson

**005**

Kathryn L. D'Addesio  
Carol Johnson Boulris  
Ann Dermarderosian  
Paul Killeen  
Christine H. Miara  
Sharon C. O'Brien  
Gail B. Powers  
Alexander V. Zaleski

**006**

Kathryn B. Ballard  
William A. Concannon  
Cynthia Conturie  
David R. Cox  
Patrice O'Toole  
Margaret Leslie Pantridge  
David J. Sexton  
Laura Brady Steeves  
Cynthia J. Chaston

**PRECINCT E**

**004**

Mark P. Fachetti  
Sean C. Martin  
Jo Ann Miles  
Linda J. Novak  
Ford H. Peckham  
Maryruth Perras  
Carol A. Tracy

**005**

Roma Jean Brown  
Ann M. Cosgrove  
Theodore M. Crowell  
Linda J. George  
Jane A. Howard  
Carl M. Rubin  
Theodore Weiner  
William J. Supple

**006**

Michelle S. Ardini  
Lawrence R. Cummings  
Paul J. Durda  
Jeffrey A. Kleiman  
William J. Miles  
Philip V. Robey  
Paul A. Siegenthaler  
Martin L.B. Walter

**PRECINCT F**

**004**

33 Murphy Rd  
106 Marked Tree Road  
969 South Street  
99 Linden Street  
53 Henderson Street  
125 Sylvan Road  
128 Maple Street

110 Linden Street  
203 Country Way  
800 South Street  
66 Henderson Street  
36 Marked Tree Road  
237 Linden Street  
47 Scott Road  
248 Marked Tree Road

69 Country Way  
88 Deerfield Road  
96 Robinwood Avenue  
92 Henderson Street  
152 B Linden Street  
945 South Street  
233 Stratford Road  
1361 South Street  
119 Fox Hill Road

187 South Street  
139 Plymouth Road  
96 Grant Street  
20 Old Farm Road  
26 Lawton Road  
42 Oakhurst Circle  
1087 Webster Street

30 Edgewater Lane  
17 Laurel Drive  
39 Lawton Road  
110 South Street  
119 Green Street  
19 Churchill Lane  
88 Pleasant Street  
75 Redington Road

86 Sutton Road  
27 South Street  
149 Laurel Drive  
103 Lawton Road  
96 Grant Street  
12 Fletcher Road  
1049 Webster Street  
271 Edgewater Drive

Stephen L. Dornbusch  
Phyllis S. Fanger  
Alexander R. Garlick  
Elizabeth B. Kloss  
Amy L. MacAvery  
Carolyn R. McIver  
Jennifer S. Sexton  
Elliot M. Weinstein

**2005**

Joan E. Adams  
Gilbert W. Cox, Jr.  
Gail E. Davis  
Richard W. Davis  
Sarah P. McCormick  
John F. Milligan  
James Hugh Powers  
Deborah S. Winnick

**2006**

Vincent J. Fabiani  
Richard M. Freedberg  
Bernard H. Ford  
David B. Frischling  
Denise C. Garlick  
Jeffrey D. Heller  
William Okerman  
Gregory John Shesko

**PRECINCT G**

**2004**

Patrick C. Forde  
Robert T. Heald  
Helen Jursek  
Mary S. Kenslea  
Maureen T. McCaffrey  
Edwin A. Murray, Jr.  
John J. Romeo  
Timothy P. Tierney  
Susan W. Abbott

**2005**

Patricia B. Buckley  
Caroline D. Murray  
Kathleen O'Keeffe  
Jill E. Owens  
Barbara K. Popper  
Robert T. Smart, Jr.  
Susan Welby

**2006**

Paul H. Attridge  
William F. Connors  
Michael J. Crawford  
John W. Day  
Richard DeMeis  
Thomas M. Harkins  
Paul O'Connor  
Marcia B. Young

51 Damon Road  
21 Oakland Avenue  
22 Trout Pond Lane  
1200 Great Plain Avenue  
10 Hollow Ridge Road  
70 Pickering Street  
62 Newell Avenue  
48 Damon Road

1206 Great Plain Avenue  
49 Colonial Road  
233 Nehoiden Street  
233 Nehoiden Street  
313 Nehoiden Street  
25 Blacksmith Drive  
263 Nehoiden Street  
12 Mallard Road

27 Lewis Street  
111 Meetinghouse Circle  
108 Garden Street  
60 Prospect Street  
22 Trout Pond Lane  
1092 Central Avenue  
100 Meetinghouse Circle  
70 May Street

66 Washington Avenue  
86 Eaton Road  
45 Grant Street  
76 Wilshire Park  
285 Manning Street  
156 Fair Oaks Park  
22 Woodlawn Avenue  
34 Bradford Street  
60 Otis Street

155 Fair Oaks Park  
156 Fair Oaks Park  
49 Coolidge Avenue  
98 Wilshire Park  
31 Wilshire Park  
25 Mayo Avenue  
857 Webster Street

59 Powers Street  
146 Melrose Avenue  
213 Warren Street  
35 Morley Street  
126 Powers Street  
24 May Street  
108 Wilshire Park  
76 Stevens Road

**PRECINCT H****2004**

John E. Comando  
 Lee K. Fox  
 Ellen M. Grady  
 Daniel J. Kumin  
 Ronald L. Morrison  
 LeRoy J. Nutile  
 Richard J. Savage  
 Aaron Sockol

**2005**

Therese A. Buckley  
 A. Marie Holland  
 Robert Y. Larsen  
 Marjorie M. Margolis  
 Nancy E. McCarthy  
 Peter J. Meade  
 Paul T. Milligan  
 Barbara R. Wilmot

**2006**

Julia Satti Cosentino  
 Michael A. Diener  
 Rosalie G. Fox  
 Peter Friedenberg  
 Elizabeth P. Handler  
 Jeffrey Kristeller  
 Arthur P. Phillips  
 Lois F. Sockol

54 Norwich Road  
 27 Richard Road  
 34 Whittier Road  
 50 Highgate Street  
 1208 Greendale Avenue #224  
 60 Tudor Road  
 15 Evans Road  
 611 Greendale Avenue

42 Broad Meadow Road  
 19 Norwich Road  
 150 Tudor Road  
 20 Mann Avenue  
 29 Sterling Road  
 1085 Greendale Avenue  
 45 Tudor Road  
 103 Hillcrest Road

265 Great Plain Avenue  
 30 Kenney Street  
 27 Richard Road  
 42 Douglas Road  
 317 Great Plain Avenue  
 138 Elmwood Road  
 37 Appleton Road  
 611 Greendale Avenue

Michele M. McQuillen  
 Maura O. Walsh

**2006**

Thomas M. Hession  
 Harry F. Kearins  
 Peter J. Pingitore  
 Leslie Ann Renzulli  
 Nicholas S. Renzulli  
 Robert J. Rondini  
 June C. Seraydar  
 Michael T. Vaughn

9 Holland Terrace  
 49 Colby Street

211 Highgate Street  
 85 Morningside Road  
 146 Hillcrest Road  
 77 Edwardel Road  
 77 Edwardel Road  
 41 Hawthorn Avenue  
 154 Hillcrest Road  
 130 Lindbergh Avenue

**PRECINCT J****2004**

Catherine J. Barker  
 John P. Connelly  
 Deborah A. Coyle  
 Robert A. Downs  
 Emily M. Salaun  
 Keith M. Saxon  
 Paul G. Smith  
 Mathew David Talcoff

**2005**

Laura A. Brooks  
 William R. Dermody  
 Leigh M. Doukas  
 Barbara J. Downs  
 Michael J. Greis  
 John D. Marr, Jr.  
 Lynne D. Stern  
 Betsy M. Tedoldi

**2006**

Robert Scott Amsbary  
 Stuart B. Chandler  
 Bradley M. Christenson  
 Caroline B. Edge  
 John Harrington  
 Marcia C. Mather  
 Jane B. Murphy  
 Margaret A. Tucker

13 West Street  
 41 LaSalle Road  
 16 Lexington Avenue  
 51 Virginia Road  
 101 Tower Avenue  
 10 High Street  
 201 Paul Revere Road  
 18 Highview Street

9 Concord Street  
 12 Concord Street  
 51 Concord Street  
 51 Virginia Road  
 384 Webster Street  
 70 Greendale Avenue  
 117 Hoover Road  
 68 High Street

19 Cimino Road  
 123 Paul Revere Road  
 10 Mercer Road  
 59 Alfreton Road  
 76 Woodbine Circle  
 179 Paul Revere Road  
 12 Mark Lee Road  
 419 Webster Street

**PRECINCT I****2004**

Steven M. Allison  
 David J. Escalante  
 Susanne D. Hughes  
 Jill C. Kahn-Boesel  
 Joshua S. Levy  
 Keith M. McClelland  
 Lorraine M. Murphy  
 Kathleen D. Whitney

**2005**

Peter W. Adams  
 Paul F. Denver  
 Richard W. Gatto  
 Elizabeth A. Giles  
 Maurice P. Handel  
 Thomas H. Hannigan, Jr.

26 Hazelton Avenue  
 103 Woodledge Road  
 6 Morningside Road  
 44 Brookline Street  
 86 Hawthorn Avenue  
 110 Brookline Street  
 59 Beaufort Avenue  
 75 Kingsbury Street

134 Hillcrest Road  
 7 Beaufort Avenue  
 17 Rosemary Street  
 188 Highgate Street  
 3 Rosemary Street  
 95 Falcon Street



## Town of Needham Retiree Information

| <u>RETIREMENTS</u> | <u>DEPARTMENT</u>          | <u>YEARS OF SERVICE</u> |
|--------------------|----------------------------|-------------------------|
| Lorenzo Zambito    | Municipal Bldg Maintenance | 29.667                  |
| Timothy Lilley     | Library                    | 15.000                  |
| Elizabeth Gaudreau | School                     | 26.917                  |
| Sandra Coburn      | Hospital                   | 21.417                  |
| Rita Romaszkievicz | Town                       | 37.000                  |
| Roland Johnson     | Water                      | 42.333                  |
| Paul Nahass        | Police                     | 33.083                  |
| Richard Civetti    | Police                     | 36.583                  |
| Jim Horne          | Police                     | 33.000                  |
| Paul Hunt          | Police                     | 32.250                  |
| Al Droney          | Police                     | 33.667                  |
| William Greathead  | Municipal Bldg Maintenance | 20.833                  |
| Robert Mc Cormack  | Police                     | 34.917                  |
| William Concannon  | Police                     | 32.000                  |
| Dorothy Manning    | Town                       | 23.417                  |
| Audrey Walker      | School                     | 29.750                  |

### IN MEMORIAM

|                    |          |        |
|--------------------|----------|--------|
| Greta Pedersen     | Hospital | 17.083 |
| James Lannan       | Fire     | 27.333 |
| Ruth Tracy         | Library  | 14.833 |
| Frank Weiler       | School   | 9.083  |
| Margaret Pritchard | Hospital | 10.667 |
| Lawrence Martin    | School   | 18.416 |
| Paul Robison       | Town     | 16.500 |
| Fred McMath        | Fire     | 21.166 |
| Margaret Parker    | School   | 17.833 |
| Agnes Bassett      | Hospital | 14.833 |
| Louis Roman        | Police   | 41.250 |
| John Rosenfeld     | Town     | 7.583  |
| Ethel Boschen      | Town     | 13.500 |
| Mary Young         | School   | 19.000 |
| Anne Mercuri       | School   | 28.250 |
| Robert Chalue      | Fire     | 19.083 |
| Mary Ryder         | School   | 18.416 |
| Annie MacKay       | Hospital | 12.750 |

Town of Needham  
General Fund  
Balance Sheet  
Year Ended June 30, 2003

ASSETS

|  |               |
|--|---------------|
| Cash and cash equivalents  | \$ 7,608,540  |
| Investments  | 7,220,516     |
| Receivables:   |               |
| Property taxes   | 2,157,234     |
| Excises  | 271,367       |
| Utility  | -             |
| Departmental   | 355,917       |
| Betterments  | 52,602        |
| Accounts receivable  | 163,079       |
| Other assets   | 2,727         |
| Due from other governments   | -             |
| Amounts to be provided from Commonwealth                           | -             |
| Amounts to be provided for retirement<br>of general long-term debt | -             |
|  | <hr/>         |
| Total Assets   | \$ 17,831,982 |
|  | <hr/> <hr/>   |

LIABILITIES AND FUND EQUITY

|                                   |                  |
|-----------------------------------|------------------|
| Liabilities:                      |                  |
| Warrants and accounts payable     | \$ 2,038,060     |
| Deferred revenue                  | 2,722,244        |
| Accrued liabilities               | 777,906          |
| Reserve for tax refunds           | 487,769          |
| Anticipation notes payable        | -                |
| General obligation bonds payable  | -                |
| Landfill postclosure costs        | -                |
| Other liabilities                 | 310,725          |
| Total Liabilities                 | <hr/> 6,336,704  |
| Fund Balances:                    |                  |
| Reserved for employee pensions    | -                |
| Reserved for expenditures         | 3,873,452        |
| Reserved for encumbrances         | 2,019,901        |
| Unreserved/undesignated           | 5,601,925        |
| Retained earnings                 | -                |
| Total Fund Equity                 | <hr/> 11,495,278 |
|                                   | <hr/> <hr/>      |
| Total Liabilities and Fund Equity | \$ 17,831,982    |
|                                   | <hr/> <hr/>      |



**Town of Needham  
Trust Funds  
Year Ended June 30, 2003**

| <b>Fund<br/>Schools</b>              | <b>07/01/02 Balance</b> | <b>Receipts</b> | <b>Disbursements</b> | <b>Balance June 30, 2003</b> |
|--------------------------------------|-------------------------|-----------------|----------------------|------------------------------|
| Anita M. Reinke Memorial Scholarship | \$ 8,634                | \$ 247          | \$ 200               | \$ 8,681                     |
| C.J. Cullen III Memorial Scholarship | \$ 31,819               | \$ 4,322        | \$ 1,536             | \$ 34,605                    |
| Catherine M. Wharton Memorial School | \$ 7,386                | \$ 171          | \$ 2,000             | \$ 5,557                     |
| Centennial Football                  | \$ 1,973                | \$ 58           | \$                   | \$ 2,031                     |
| Class of 1979 Scholarship            | \$ 60                   | \$ 2            | \$                   | \$ 61                        |
| Dana F. Burke Scholarship            | \$ 9,296                | \$ 263          | \$ 5,155             | \$ 4,404                     |
| De Fazio Family Memorial School      | \$ 19,093               | \$ 535          | \$ 1,000             | \$ 18,628                    |
| Derwood Newman                       | \$ 31,107               | \$ 907          | \$                   | \$ 32,014                    |
| Dr. Lee Allan Memorial               | \$ 2,089                | \$ 61           | \$                   | \$ 2,150                     |
| Dwight School                        | \$ 22,946               | \$ 669          | \$                   | \$ 23,615                    |
| Edward J. Stewart 13 Club Scholar    | \$ 11,030               | \$ 311          | \$                   | \$ 11,341                    |
| Edward Kasip                         | \$ -                    | \$ 6,056        | \$                   | \$ 6,056                     |
| Edward Keady Memorial Scholar        | \$ 4,127                | \$ 3,088        | \$ 2,500             | \$ 4,715                     |
| Frederick Barstow Scholarship        | \$ 255,255              | \$ 7,443        | \$                   | \$ 262,698                   |
| Frederick Harris Scholarship         | \$ 14,234               | \$ 406          | \$ 400               | \$ 14,240                    |
| George Morse                         | \$ 129,773              | \$ 10,386       | \$ 2,500             | \$ 137,659                   |
| High School Sports Endowment         | \$ 20,836               | \$ 608          | \$ 118               | \$ 21,326                    |
| Joan W. Swartz Memorial School       | \$ 6,955                | \$ 181          | \$ 1,000             | \$ 6,136                     |
| John C. Wood                         | \$ 9,394                | \$ 274          | \$                   | \$ 9,668                     |
| Karen Decembrele Scholarship         | \$ 2,907                | \$ 63           | \$ 1,000             | \$ 1,969                     |
| Leo F. Richards Jr. Scholar          | \$ 5,813                | \$ 165          | \$ 250               | \$ 5,729                     |
| Mark R., Beane Memorial Scholarship  | \$ 30,299               | \$ 853          | \$ 1,400             | \$ 29,751                    |
| Martin Luther King Scholarship       | \$ 5,849                | \$ 5,968        | \$ 2,350             | \$ 9,467                     |
| Michael Challis Memorial Fund        | \$ 1,598                | \$ 36           | \$ 500               | \$ 1,134                     |
| Minot MacDonald                      | \$ 6,301                | \$ 184          | \$                   | \$ 6,485                     |
| Miriam Kronish Scholar               | \$ 2,146                | \$ 881          | \$                   | \$ 3,026                     |
| Nate Tavalone Scholarship            | \$ 5,670                | \$ 459          | \$ 400               | \$ 5,729                     |
| Need Arts Trust Fund                 | \$ 4,248                | \$ 124          | \$                   | \$ 4,372                     |
| New Century Club                     | \$ 25,620               | \$ 703          | \$ 2,500             | \$ 23,823                    |
| Nina Pansuk Scholarship              | \$ 114,217              | \$ 3,276        | \$ 2,500             | \$ 114,993                   |
| Peter Eloranta Scholarship           | \$ 157,877              | \$ 4,530        | \$ 6,649             | \$ 155,758                   |
| Rebecca H. Perry Scholarship         | \$ 1,297                | \$ 211,300      | \$ 1,193             | \$ 211,403                   |
| Richard Jensen, Sr. Memorial School  | \$ 1,560                | \$ 46           | \$                   | \$ 1,606                     |
| Ruth Ann Simmonss                    | \$                      | \$ 13,845       | \$                   | \$ 13,845                    |
| School Permanent donation            | \$ 7,997                | \$ 4,754        | \$                   | \$ 12,751                    |
| Stanley Willox Memorial. Scholarship | \$ 976                  | \$ 17           | \$ 500               | \$ 493                       |
| Steven Wernick Memorial School       | \$ 701                  | \$ 117          | \$ 250               | \$ 568                       |
| Timothy P. Flanagan Memorial. School | \$ 20,653               | \$ 580          | \$ 1,000             | \$ 20,234                    |
| William G. Moseley                   | \$ 16,767               | \$ 483          | \$ 250               | \$ 17,000                    |
| William T. Burke Memorial School     | \$ 5,642                | \$ 154          | \$ 500               | \$ 5,296                     |
| Subtotal School                      | \$ 1,004,144            | \$ 284,524      | \$ 37,651            | \$ 1,251,017                 |
| <b>Library</b>                       |                         |                 |                      |                              |
| Martha Barr                          | \$ 1,881                | \$ 55           | \$                   | \$ 1,936                     |
| Helen Dunn                           | \$ 1,972                | \$ 58           | \$                   | \$ 2,030                     |
| Greenwood                            | \$ 43,680               | \$ 1,274        | \$                   | \$ 44,954                    |
| Library Donation                     | \$ 23,996               | \$ 18,909       | \$ 12,888            | \$ 30,017                    |
| Laura Willgoose                      | \$ 126,070              | \$ 3,667        | \$ 1,490             | \$ 128,247                   |
| William H. Wye                       | \$ 1,359                | \$ 40           | \$                   | \$ 1,398                     |
| Henderson                            | \$ 74,857               | \$ 2,179        | \$ 268               | \$ 76,768                    |
| Roger Corliss                        | \$ 6,661                | \$ 194          | \$                   | \$ 6,855                     |
| Nutter Library                       | \$ 1,866                | \$ 54           | \$                   | \$ 1,921                     |
| Bosworth Library                     | \$ 7,174                | \$ 214          | \$ 30                | \$ 7,358                     |
| William Carter Fund                  | \$ 37,340               | \$ 1,063        | \$ 1,364             | \$ 37,039                    |
| Lois Carley                          | \$                      | \$ 10,152       | \$                   | \$ 10,152                    |
| Arthur W. & Barbara Hatch            | \$ 290,099              | \$ 8,406        | \$ 9,917             | \$ 288,588                   |
| Cora Proctor Thurston                | \$ 12,493               | \$ 364          | \$ 254               | \$ 12,602                    |
| Subtotal Library                     | \$ 629,448              | \$ 46,629       | \$ 26,210            | \$ 649,866                   |

**Town of Needham  
Trust Funds  
Year Ended June 30, 2003**

| <b>Fund<br/>Other</b>              | <b>07/01/02 Balance</b> | <b>Receipts</b>   | <b>Disbursements</b> | <b>Balance June 30, 2003</b> |
|------------------------------------|-------------------------|-------------------|----------------------|------------------------------|
| Conservation Commission            | \$ 111,367              | \$ 3,247          |                      | \$ 114,614                   |
| Virginia Hill                      | \$ 8,064                | \$ 235            |                      | \$ 8,299                     |
| Needham Cemetery                   | \$ 7,554                | \$ 220            |                      | \$ 7,774                     |
| Needham Military Band              | \$ 16,822               | \$ 491            |                      | \$ 17,312                    |
| Park & Recreation                  | \$ 4,136                | \$ 511            |                      | \$ 4,648                     |
| John Tolman                        | \$ 144,573              | \$ 4,143          | \$ 8,840             | \$ 139,875                   |
| Council on Aging                   | \$ 154,350              | \$ 27,660         | \$ 3,009             | \$ 179,001                   |
| Green Field                        | \$ 7,946                | \$ 181            | \$ 2,955             | \$ 5,172                     |
| Marcia & Bob Carleton              | \$ 57,455               | \$ 1,685          |                      | \$ 59,140                    |
| Rebecca Perry Trust                | \$ 11,973               | \$ 10,501         |                      | \$ 22,474                    |
| Esther Lyford                      | \$ 6,124                | \$ 179            |                      | \$ 6,303                     |
| Carleton Pavilion                  | \$ 20,232               | \$ 590            |                      | \$ 20,822                    |
| Board of Health                    | \$ 113                  | \$ 3              |                      | \$ 116                       |
| Skate Park Trust Fund              | \$ 1,418                | \$ 41             |                      | \$ 1,459                     |
| Community Revitalization Trust     | \$ 41,837               | \$ 3,083          | \$ 22,520            | \$ 22,400                    |
| Community Revitalization Trust 10% | \$ 17,014               | \$ 702            | \$ 2,890             | \$ 14,826                    |
| Subtotal Other                     | \$ 610,977              | \$ 53,473         | \$ 40,215            | \$ 624,234                   |
| <b>TOTAL</b>                       | <b>\$ 2,244,568</b>     | <b>\$ 384,625</b> | <b>\$ 104,076</b>    | <b>\$ 2,525,117</b>          |



**Town of Needham**  
**RTS Enterprise Fund**  
**Statement of Budget Appropriations and Expenditures**  
**Year Ended June 30, 2003**

|                         | Annual<br>Town Meeting<br>Appropriation | Special<br>Town Meeting<br>Amendments | Reserve<br>Fund<br>Transfers | Total<br>Available for<br>Expenditure | Disbursements       | FY03<br>Encumbrances | Total<br>Expenditures | Unexpended<br>Balance |
|-------------------------|---|---------------------------------------|------------------------------|---------------------------------------|---------------------|----------------------|-----------------------|-----------------------|
| RTS Department          |   |                                       |                              |                                       |                     |                      |                       |                       |
| 915 Salaries            | \$ 438,682                              | \$ -                                  | \$ -                         | \$ 438,682                            | \$ 430,660          | \$ -                 | \$ 430,660            | \$ 8,022              |
| 916 Purchase of Service | \$ 859,700                              | \$ 44,500                             | \$ -                         | \$ 904,200                            | \$ 851,902          | \$ 42,134            | \$ 894,036            | \$ 10,164             |
| 917 Expenses            | \$ 126,455                              | \$ -                                  | \$ -                         | \$ 126,455                            | \$ 111,086          | \$ 687               | \$ 111,773            | \$ 14,682             |
| 918 Capital Outlay      | \$ -                                    | \$ -                                  | \$ -                         | \$ -                                  | \$ -                | \$ -                 | \$ -                  | \$ -                  |
| 919 Emergency Repairs   | \$ -                                    | \$ -                                  | \$ -                         | \$ -                                  | \$ -                | \$ -                 | \$ -                  | \$ -                  |
| 920 Debt Service        | \$ 270,339                              | \$ -                                  | \$ -                         | \$ 270,339                            | \$ 249,517          | \$ -                 | \$ 249,517            | \$ 20,823             |
|                         | <u>\$ 1,695,176</u>                     | <u>\$ 44,500</u>                      | <u>\$ -</u>                  | <u>\$ 1,739,676</u>                   | <u>\$ 1,643,165</u> | <u>\$ 42,821</u>     | <u>\$ 1,685,986</u>   | <u>\$ 53,690</u>      |

**Town of Needham**  
**Wastewater Enterprise Fund**  
**Statement of Budget Appropriations and Expenditures**  
**Year Ended June 30, 2003**

|                         | Annual<br>Town Meeting<br>Appropriation | Special<br>Town Meeting<br>Amendments | Reserve<br>Fund<br>Transfers | Total<br>Available for<br>Expenditure | Disbursements       | FY03<br>Encumbrances | Total<br>Expenditures | Unexpended<br>Balance |
|-------------------------|---|---------------------------------------|------------------------------|---------------------------------------|---------------------|----------------------|-----------------------|-----------------------|
| Wastewater Department   |   |                                       |                              |                                       |                     |                      |                       |                       |
| 908 Salaries            | \$ 458,614                              | \$ (20,000)                           | \$ -                         | \$ 438,614                            | \$ 404,870          | \$ -                 | \$ 404,870            | \$ 33,744             |
| 909 Purchase of Service | \$ 116,200                              | \$ -                                  | \$ -                         | \$ 116,200                            | \$ 145,042          | \$ 8,550             | \$ 153,592            | \$ (37,392)           |
| 910 Expenses            | \$ 63,658                               | \$ -                                  | \$ -                         | \$ 63,658                             | \$ 46,378           | \$ 8,712             | \$ 55,089             | \$ 8,569              |
| 911 Capital Outlay      | \$ -                                    | \$ 20,000                             | \$ -                         | \$ 20,000                             | \$ -                | \$ 15,958            | \$ 15,958             | \$ 4,042              |
| 912 MWRA Assessment     | \$ 4,760,131                            | \$ -                                  | \$ -                         | \$ 4,760,131                          | \$ 4,678,829        | \$ -                 | \$ 4,678,829          | \$ 81,302             |
| 913 Emergency Repairs   | \$ 20,000                               | \$ 40,000                             | \$ -                         | \$ 60,000                             | \$ 20,220           | \$ -                 | \$ 20,220             | \$ 39,780             |
| 914 Debt Service        | \$ 1,088,010                            | \$ -                                  | \$ -                         | \$ 1,088,010                          | \$ 1,042,733        | \$ -                 | \$ 1,042,733          | \$ 45,277             |
|                         | <u>\$ 6,506,613</u>                     | <u>\$ 40,000</u>                      | <u>\$ -</u>                  | <u>\$ 6,546,613</u>                   | <u>\$ 6,338,072</u> | <u>\$ 33,219</u>     | <u>\$ 6,371,291</u>   | <u>\$ 175,322</u>     |

**Town of Needham**  
**Water Enterprise Fund**  
**Statement of Budget Appropriations and Expenditures**  
**Year Ended June 30, 2003**

|                         | Annual<br>Town Meeting<br>Appropriation | Special<br>Town Meeting<br>Amendments | Reserve<br>Fund<br>Transfers | Total<br>Available for<br>Expenditure | Disbursements       | FY03<br>Encumbrances | Total<br>Expenditures | Unexpended<br>Balance |
|-------------------------|---|---------------------------------------|------------------------------|---------------------------------------|---------------------|----------------------|-----------------------|-----------------------|
| Water Department        |   |                                       |                              |                                       |                     |                      |                       |                       |
| 901 Salaries            | \$ 743,963                              | \$ (33,000)                           | \$ -                         | \$ 710,963                            | \$ 662,029          | \$ -                 | \$ 662,029            | \$ 48,934             |
| 902 Purchase of Service | \$ 302,080                              | \$ 53,000                             | \$ -                         | \$ 355,080                            | \$ 310,043          | \$ 32,641            | \$ 342,684            | \$ 12,396             |
| 903 Expenses            | \$ 316,975                              | \$ -                                  | \$ -                         | \$ 316,975                            | \$ 283,400          | \$ 37,036            | \$ 320,436            | \$ (3,461)            |
| 904 Capital Outlay      | \$ 20,000                               | \$ (20,000)                           | \$ -                         | \$ -                                  | \$ -                | \$ -                 | \$ -                  | \$ -                  |
| 905 MWRA Assessment     | \$ 741,934                              | \$ -                                  | \$ -                         | \$ 741,934                            | \$ 729,898          | \$ -                 | \$ 729,898            | \$ 12,036             |
| 906 Emergency Repairs   | \$ 50,000                               | \$ -                                  | \$ -                         | \$ 50,000                             | \$ 39,468           | \$ -                 | \$ 39,468             | \$ 10,532             |
| 907 Debt Service        | \$ 1,107,698                            | \$ -                                  | \$ -                         | \$ 1,107,698                          | \$ 1,058,875        | \$ -                 | \$ 1,058,875          | \$ 48,823             |
| 907A Claims Contingency | \$ -                                    | \$ -                                  | \$ -                         | \$ -                                  | \$ -                | \$ -                 | \$ -                  | \$ -                  |
|                         | <u>\$ 3,282,650</u>                     | <u>\$ -</u>                           | <u>\$ -</u>                  | <u>\$ 3,282,650</u>                   | <u>\$ 3,083,714</u> | <u>\$ 69,677</u>     | <u>\$ 3,153,391</u>   | <u>\$ 129,259</u>     |

**Town of Needham  
General Fund  
Statement of Budget Appropriations and Expenditures  
Year Ended June 30, 2003**

|                                       | Annual<br>Town Meeting<br>Appropriation | Special<br>Town Meeting<br>Amendments | Reserve<br>Fund<br>Transfers | Total<br>Available for<br>Expenditure | Disbursements        | FY03<br>Encumbrances | Total<br>Expenditures | Unexpended<br>Balance |
|---------------------------------------|---|---------------------------------------|------------------------------|---------------------------------------|----------------------|----------------------|-----------------------|-----------------------|
| Summary:                              |   |                                       |                              |                                       |                      |                      |                       |                       |
| Townwide Expenses                     | \$ 13,592,497                           | \$ 29,400                             | \$ 40,000                    | \$ 13,661,897                         | \$ 12,561,721        | \$ 615,803           | \$ 13,177,524         | \$ 484,373            |
| General Government                    | 1,069,275                               | -                                     | 40,000                       | 1,109,275                             | 993,481              | 24,329               | 1,017,810             | 91,465                |
| Finance                               | 2,651,127                               | (137,798)                             | (819,228)                    | 1,694,101                             | 1,524,657            | 92,081               | 1,616,737             | 77,364                |
| Education                             | 32,452,225                              | 14,798                                | 68,564                       | 32,535,587                            | 31,731,501           | 290,973              | 32,022,474            | 513,113               |
| Public Safety                         | 9,464,036                               | -                                     | 87,836                       | 9,551,872                             | 9,432,821            | 16,020               | 9,448,841             | 103,031               |
| Public Facilities                     | 7,664,943                               | -                                     | 577,678                      | 8,242,621                             | 7,967,891            | 120,017              | 8,087,908             | 154,713               |
| Human Services                        | 838,755                                 | -                                     | 5,100                        | 843,855                               | 777,604              | 1,269                | 778,873               | 64,982                |
| Development                           | 177,358                                 | 5,600                                 | 50                           | 183,008                               | 172,118              | 1,259                | 173,377               | 9,631                 |
| Cultural and Leisure                  | 1,443,723                               | -                                     | -                            | 1,443,723                             | 1,417,709            | 8,207                | 1,425,916             | 17,807                |
| <b>Grand Total</b>                    | <b>\$ 69,353,939</b>                    | <b>\$ (88,000)</b>                    | <b>\$ -</b>                  | <b>\$ 69,265,939</b>                  | <b>\$ 66,579,503</b> | <b>\$ 1,169,957</b>  | <b>\$ 67,749,460</b>  | <b>\$ 1,516,479</b>   |
| Townwide Expenses                     |   |                                       |                              |                                       |                      |                      |                       |                       |
| 010 Street Lighting                   | \$ 370,000                              | \$ -                                  | \$ -                         | \$ 370,000                            | \$ 353,059           | \$ 4,031             | \$ 357,090            | \$ 12,910             |
| 012 General Insurance                 | 300,000                                 | -                                     | -                            | 300,000                               | 245,476              | -                    | 245,476               | 54,524                |
| 013 Health Insurance                  | 6,384,000                               | -                                     | -                            | 6,384,000                             | 6,265,099            | -                    | 6,265,099             | 118,901               |
| 014 Workers' Compensation             | 385,000                                 | -                                     | -                            | 385,000                               | 385,000              | -                    | 385,000               | -                     |
| 015 Self Insurance                    | 20,000                                  | -                                     | -                            | 20,000                                | 20,000               | -                    | 20,000                | -                     |
| 016 Unemployment Compensation         | 35,600                                  | 29,400                                | -                            | 65,000                                | 47,622               | 4,000                | 51,622                | 13,378                |
| 017 Ins Liability Fund                | 380,000                                 | -                                     | -                            | 380,000                               | 380,000              | -                    | 380,000               | -                     |
| 018 Maturing Bonds                    | 2,191,260                               | -                                     | -                            | 2,191,260                             | 1,617,488            | 573,772              | 2,191,260             | -                     |
| 019 Interest                          | 468,643                                 | -                                     | -                            | 468,643                               | 245,108              | -                    | 245,108               | 223,535               |
| 020 Contributory Retirement           | 2,353,000                               | -                                     | -                            | 2,353,000                             | 2,309,469            | -                    | 2,309,469             | 43,531                |
| 021 Chapter 32 Retirement             | 128,500                                 | -                                     | -                            | 128,500                               | 128,450              | -                    | 128,450               | 50                    |
| 022 Minuteman Assessment              | 434,994                                 | -                                     | -                            | 434,994                               | 434,994              | -                    | 434,994               | -                     |
| 023 MBTA Commuter Parking             | 107,500                                 | -                                     | 40,000                       | 147,500                               | 113,272              | 34,000               | 147,272               | 228                   |
| 024 Glover Hospital Accrued Liability | 34,000                                  | -                                     | -                            | 34,000                                | 16,684               | -                    | 16,684                | 17,316                |
| <b>Subtotal</b>                       | <b>\$ 13,592,497</b>                    | <b>\$ 29,400</b>                      | <b>\$ 40,000</b>             | <b>\$ 13,661,897</b>                  | <b>\$ 12,561,721</b> | <b>\$ 615,803</b>    | <b>\$ 13,177,524</b>  | <b>\$ 484,373</b>     |
| Board of Selectmen                    |   |                                       |                              |                                       |                      |                      |                       |                       |
| 101 Salaries                          | \$ 387,669                              | \$ -                                  | \$ -                         | \$ 387,669                            | \$ 361,243           | \$ -                 | \$ 361,243            | \$ 26,426             |
| 102 Merit Pay                         | 30,800                                  | -                                     | -                            | 30,800                                | 15,239               | -                    | 15,239                | 15,561                |
| 103 Purchase of Service               | 159,099                                 | -                                     | -                            | 159,099                               | 113,113              | 12,737               | 125,850               | 33,249                |
| 104 Expenses                          | 24,141                                  | -                                     | -                            | 24,141                                | 18,001               | 400                  | 18,401                | 5,740                 |
| 105 Capital Outlay                    | -                                       | -                                     | -                            | -                                     | -                    | -                    | -                     | -                     |
| <b>Subtotal</b>                       | <b>\$ 601,709</b>                       | <b>\$ -</b>                           | <b>\$ -</b>                  | <b>\$ 601,709</b>                     | <b>\$ 507,596</b>    | <b>\$ 13,137</b>     | <b>\$ 520,733</b>     | <b>\$ 80,976</b>      |
| Town Clerk                            |   |                                       |                              |                                       |                      |                      |                       |                       |
| Board of Registrars                   |   |                                       |                              |                                       |                      |                      |                       |                       |
| 105 Salaries                          | \$ 177,733                              | \$ -                                  | \$ -                         | \$ 177,733                            | \$ 177,730           | \$ -                 | \$ 177,730            | \$ 3                  |
| 106 Purchase of Service               | 24,775                                  | -                                     | -                            | 24,775                                | 21,124               | 2,390                | 23,514                | 1,261                 |
| 107 Expenses                          | 4,800                                   | -                                     | -                            | 4,800                                 | 2,881                | -                    | 2,881                 | 1,919                 |
| 108 Capital Outlay                    | -                                       | -                                     | -                            | -                                     | -                    | -                    | -                     | -                     |
| 109 Tellers/Canvassers/Details        | 31,081                                  | -                                     | -                            | 31,081                                | 31,081               | -                    | 31,081                | -                     |
| <b>Subtotal</b>                       | <b>\$ 238,389</b>                       | <b>\$ -</b>                           | <b>\$ -</b>                  | <b>\$ 238,389</b>                     | <b>\$ 232,816</b>    | <b>\$ 2,390</b>      | <b>\$ 235,206</b>     | <b>\$ 3,183</b>       |
| Legal                                 |   |                                       |                              |                                       |                      |                      |                       |                       |
| 110 Salaries                          | \$ 58,192                               | \$ -                                  | \$ -                         | \$ 58,192                             | \$ 58,191            | \$ -                 | \$ 58,191             | \$ 1                  |
| 111 Special Fees                      | 150,000                                 | -                                     | 40,000                       | 190,000                               | 184,422              | 4,094                | 188,516               | 1,484                 |
| 112 Expenses                          | 5,000                                   | -                                     | -                            | 5,000                                 | 4,264                | 450                  | 4,714                 | 286                   |
| <b>Subtotal</b>                       | <b>\$ 213,192</b>                       | <b>\$ -</b>                           | <b>\$ 40,000</b>             | <b>\$ 253,192</b>                     | <b>\$ 246,877</b>    | <b>\$ 4,544</b>      | <b>\$ 251,421</b>     | <b>\$ 1,771</b>       |
| Personnel Board                       |   |                                       |                              |                                       |                      |                      |                       |                       |
| 113 Salaries                          | \$ 1,985                                | \$ -                                  | \$ -                         | \$ 1,985                              | \$ 475               | \$ -                 | \$ 475                | \$ 1,510              |
| 114 Purchase of Service               | 10,000                                  | -                                     | -                            | 10,000                                | 5,717                | 4,258                | 9,975                 | 2                     |
| 115 Merit Bonus                       | 4,000                                   | -                                     | -                            | 4,000                                 | -                    | -                    | -                     | 4,000                 |
| <b>Subtotal</b>                       | <b>\$ 15,985</b>                        | <b>\$ -</b>                           | <b>\$ -</b>                  | <b>\$ 15,985</b>                      | <b>\$ 6,192</b>      | <b>\$ 4,258</b>      | <b>\$ 10,450</b>      | <b>\$ 5,535</b>       |
| Assessors                             |   |                                       |                              |                                       |                      |                      |                       |                       |
| 201 Salaries                          | \$ 272,822                              | \$ -                                  | \$ -                         | \$ 272,822                            | \$ 251,751           | \$ -                 | \$ 251,751            | \$ 21,071             |
| 202 Purchase of Service               | 34,550                                  | -                                     | -                            | 34,550                                | 12,523               | 10,000               | 22,523                | 12,027                |
| 203 Expenses                          | 11,750                                  | -                                     | -                            | 11,750                                | 7,999                | -                    | 7,999                 | 3,751                 |
| 204 Capital Outlay                    | -                                       | -                                     | -                            | -                                     | -                    | -                    | -                     | -                     |
| <b>Subtotal</b>                       | <b>\$ 319,122</b>                       | <b>\$ -</b>                           | <b>\$ -</b>                  | <b>\$ 319,122</b>                     | <b>\$ 272,273</b>    | <b>\$ 10,000</b>     | <b>\$ 282,273</b>     | <b>\$ 36,849</b>      |



**Town of Needham  
General Fund  
Statement of Budget Appropriations and Expenditures  
Year Ended June 30, 2003**

|                             | Annual<br>Town Meeting<br>Appropriation | Special<br>Town Meeting<br>Amendments | Reserve<br>Fund<br>Transfers | Total<br>Available for<br>Expenditure | Disbursements | FY03<br>Encumbrances | Total<br>Expenditures | Unexpended<br>Balance |
|-----------------------------|---|---------------------------------------|------------------------------|---------------------------------------|---------------|----------------------|-----------------------|-----------------------|
| <b>Finance Department</b>   |   |                                       |                              |                                       |               |                      |                       |                       |
| Salaries                    | \$ 870,511                              | \$ (14,798)                           | \$ -                         | \$ 855,713                            | \$ 833,318    | \$ -                 | \$ 833,318            | \$ 22,395             |
| Purchase of Service         | 388,472                                 | -                                     | -                            | 388,472                               | 308,083       | 76,464               | 384,546               | 3,926                 |
| Expenses                    | 92,765                                  | -                                     | -                            | 92,765                                | 83,245        | 5,617                | 88,862                | 3,903                 |
| Capital Outlay              | -                                       | -                                     | -                            | -                                     | -             | -                    | -                     | -                     |
|                             | \$ 1,351,748                            | \$ (14,798)                           | \$ -                         | \$ 1,336,950                          | \$ 1,224,646  | \$ 82,081            | \$ 1,306,726          | \$ 30,224             |
| <b>Finance Committee</b>    |   |                                       |                              |                                       |               |                      |                       |                       |
| Salaries                    | \$ 27,915                               | \$ -                                  | \$ -                         | \$ 27,915                             | \$ 27,102     | \$ -                 | \$ 27,102             | \$ 813                |
| Purchase of Service         | 500                                     | -                                     | -                            | 500                                   | 156           | -                    | 156                   | 344                   |
| Expenses                    | 500                                     | -                                     | -                            | 500                                   | 480           | -                    | 480                   | 20                    |
| Reserve Fund                | 951,342                                 | (123,000)                             | (819,228)                    | 9,114                                 | -             | -                    | -                     | 9,114                 |
|                             | \$ 980,257                              | \$ (123,000)                          | \$ (819,228)                 | \$ 38,029                             | \$ 27,738     | \$ -                 | \$ 27,738             | \$ 10,291             |
| <b>School Department</b>    |   |                                       |                              |                                       |               |                      |                       |                       |
| Salaries                    | \$ 27,951,274                           | \$ 14,798                             | \$ -                         | \$ 27,966,072                         | \$ 27,387,261 | \$ -                 | \$ 27,387,261         | \$ 578,811            |
| Purchase of Service         | 3,518,976                               | -                                     | 68,564                       | 3,587,540                             | 3,545,641     | 179,579              | 3,725,220             | (137,680)             |
| Expenses                    | 826,149                                 | -                                     | -                            | 826,149                               | 673,738       | 29,633               | 703,371               | 122,778               |
| Capital Outlay              | 155,826                                 | -                                     | -                            | 155,826                               | 124,861       | 81,761               | 206,622               | (50,796)              |
|                             | \$ 32,452,225                           | \$ 14,798                             | \$ 68,564                    | \$ 32,535,587                         | \$ 31,731,501 | \$ 290,973           | \$ 32,022,474         | \$ 513,113            |
| <b>Police</b>               |   |                                       |                              |                                       |               |                      |                       |                       |
| Salaries                    | \$ 3,832,858                            | \$ 5,351                              | \$ 7,836                     | \$ 3,846,045                          | \$ 3,823,228  | \$ -                 | \$ 3,823,228          | \$ 22,817             |
| Purchase of Service         | 61,300                                  | -                                     | -                            | 61,300                                | 54,538        | 3,500                | 58,038                | 3,262                 |
| Expenses                    | 130,935                                 | -                                     | 25,000                       | 155,935                               | 147,791       | 1,067                | 148,858               | 7,077                 |
| Capital Outlay              | 133,900                                 | (5,351)                               | -                            | 128,549                               | 128,549       | -                    | 128,549               | -                     |
|                             | \$ 4,158,993                            | \$ -                                  | \$ 32,836                    | \$ 4,191,829                          | \$ 4,154,107  | \$ 4,567             | \$ 4,158,674          | \$ 33,155             |
| <b>Fire</b>                 |   |                                       |                              |                                       |               |                      |                       |                       |
| Salaries                    | \$ 4,802,431                            | \$ -                                  | \$ 55,000                    | \$ 4,857,431                          | \$ 4,827,223  | \$ -                 | \$ 4,827,223          | \$ 30,208             |
| Purchase of Service         | 83,699                                  | -                                     | -                            | 83,699                                | 65,776        | 3,500                | 69,276                | 14,423                |
| Expenses                    | 146,033                                 | -                                     | -                            | 146,033                               | 113,832       | 7,953                | 121,785               | 24,248                |
| Capital Outlay              | -                                       | -                                     | -                            | -                                     | -             | -                    | -                     | -                     |
|                             | \$ 5,032,163                            | \$ -                                  | \$ 55,000                    | \$ 5,087,163                          | \$ 5,006,832  | \$ 11,453            | \$ 5,018,284          | \$ 68,879             |
| <b>Building</b>             |   |                                       |                              |                                       |               |                      |                       |                       |
| Salaries                    | \$ 262,870                              | \$ -                                  | \$ -                         | \$ 262,870                            | \$ 262,467    | \$ -                 | \$ 262,467            | \$ 403                |
| Purchase of Service         | 3,474                                   | -                                     | -                            | 3,474                                 | 3,063         | -                    | 3,063                 | 411                   |
| Expenses                    | 6,536                                   | -                                     | -                            | 6,536                                 | 6,353         | -                    | 6,353                 | 183                   |
| Capital Outlay              | -                                       | -                                     | -                            | -                                     | -             | -                    | -                     | -                     |
|                             | \$ 272,880                              | \$ -                                  | \$ -                         | \$ 272,880                            | \$ 271,883    | \$ -                 | \$ 271,883            | \$ 997                |
| <b>Public Works</b>         |   |                                       |                              |                                       |               |                      |                       |                       |
| Salaries                    | \$ 2,549,737                            | \$ (44,700)                           | \$ -                         | \$ 2,505,037                          | \$ 2,384,315  | \$ -                 | \$ 2,384,315          | \$ 120,722            |
| Purchase of Service         | 486,901                                 | 28,200                                | -                            | 515,101                               | 451,579       | 30,678               | 482,257               | 32,844                |
| Expenses                    | 295,750                                 | 6,000                                 | -                            | 301,750                               | 281,621       | 14,254               | 295,875               | 5,875                 |
| Capital Outlay              | -                                       | 10,500                                | -                            | 10,500                                | -             | -                    | -                     | 10,500                |
| Snow & Ice                  | 165,000                                 | -                                     | 438,428                      | 603,428                               | 710,322       | -                    | 710,322               | (106,894)             |
|                             | \$ 3,497,388                            | \$ -                                  | \$ 438,428                   | \$ 3,935,816                          | \$ 3,827,837  | \$ 44,932            | \$ 3,872,769          | \$ 63,047             |
| <b>Building Maintenance</b> |   |                                       |                              |                                       |               |                      |                       |                       |
| Salaries                    | \$ 2,206,415                            | \$ (15,000)                           | \$ -                         | \$ 2,191,415                          | \$ 2,131,222  | \$ -                 | \$ 2,131,222          | \$ 60,193             |
| Purchase of Service         | 1,565,975                               | 30,000                                | 103,000                      | 1,698,975                             | 1,637,012     | 55,441               | 1,692,453             | 6,522                 |
| Expenses                    | 306,935                                 | (15,000)                              | -                            | 291,935                               | 280,209       | 5,644                | 285,853               | 6,082                 |
| Capital Outlay              | -                                       | -                                     | -                            | -                                     | -             | -                    | -                     | -                     |
|                             | \$ 4,079,325                            | \$ -                                  | \$ 103,000                   | \$ 4,182,325                          | \$ 4,048,443  | \$ 61,085            | \$ 4,109,528          | \$ 72,797             |
| <b>PPBC</b>                 |   |                                       |                              |                                       |               |                      |                       |                       |
| Salaries                    | \$ 84,430                               | \$ -                                  | \$ -                         | \$ 84,430                             | \$ 66,300     | \$ -                 | \$ 66,300             | \$ 18,130             |
| Purchase of Service         | 1,000                                   | -                                     | 250                          | 1,250                                 | 1,139         | -                    | 1,139                 | 111                   |
| Expenses                    | 2,800                                   | -                                     | -                            | 2,800                                 | 2,173         | -                    | 2,173                 | 627                   |
| Capital Outlay              | -                                       | -                                     | 36,000                       | 36,000                                | 22,000        | 14,000               | 36,000                | -                     |
|                             | \$ 88,230                               | \$ -                                  | \$ 36,250                    | \$ 124,480                            | \$ 91,611     | \$ 14,000            | \$ 105,611            | \$ 18,869             |

**Town of Needham**  
**General Fund**  
**Statement of Budget Appropriations and Expenditures**  
**Year Ended June 30, 2003**

|                            | Annual<br>Town Meeting<br>Appropriation | Special<br>Town Meeting<br>Amendments | Reserve<br>Fund<br>Transfers | Total<br>Available for<br>Expenditure | Disbursements | FY03<br>Encumbrances | Total<br>Expenditures | Unexpended<br>Balance |
|----------------------------|---|---------------------------------------|------------------------------|---------------------------------------|---------------|----------------------|-----------------------|-----------------------|
| Board of Health            |   |                                       |                              |                                       |               |                      |                       |                       |
| 601 Salaries               | \$ 274,472                              | \$ -                                  | \$ -                         | \$ 274,472                            | \$ 263,315    | \$ -                 | \$ 263,315            | \$ 11,157             |
| 602 Purchase of Service    | 77,241                                  | -                                     | 5,100                        | 82,341                                | 77,744        | 103                  | 77,847                | 4,494                 |
| 603 Expenses               | 8,550                                   | -                                     | -                            | 8,550                                 | 7,383         | 1,166                | 8,549                 | -                     |
| 604 Capital Outlay         | -                                       | -                                     | -                            | -                                     | -             | -                    | -                     | -                     |
|                            | \$ 360,263                              | \$ -                                  | \$ 5,100                     | \$ 365,363                            | \$ 348,442    | \$ 1,269             | \$ 349,712            | \$ 15,651             |
| Veterans' Services         |   |                                       |                              |                                       |               |                      |                       |                       |
| 605 Salaries               | \$ 51,492                               | \$ -                                  | \$ -                         | \$ 51,492                             | \$ 50,301     | \$ -                 | \$ 50,301             | \$ 1,191              |
| 606 Purchase of Service    | 300                                     | -                                     | -                            | 300                                   | 293           | -                    | 293                   | 7                     |
| 607 Expenses               | 33,700                                  | -                                     | -                            | 33,700                                | 8,719         | -                    | 8,719                 | 24,981                |
| 607A Benefits              | -                                       | -                                     | -                            | -                                     | -             | -                    | -                     | -                     |
|                            | \$ 85,492                               | \$ -                                  | \$ -                         | \$ 85,492                             | \$ 59,313     | \$ -                 | \$ 59,313             | \$ 26,179             |
| Youth Commission           |   |                                       |                              |                                       |               |                      |                       |                       |
| 608 Salaries               | \$ 167,520                              | \$ -                                  | \$ -                         | \$ 167,520                            | \$ 166,551    | \$ -                 | \$ 166,551            | \$ 969                |
| 609 Purchase of Service    | 2,800                                   | -                                     | -                            | 2,800                                 | 2,722         | -                    | 2,722                 | 78                    |
| 610 Expenses               | 1,990                                   | -                                     | -                            | 1,990                                 | 1,960         | -                    | 1,960                 | 30                    |
| 611 Capital Outlay         | -                                       | -                                     | -                            | -                                     | -             | -                    | -                     | -                     |
|                            | \$ 172,310                              | \$ -                                  | \$ -                         | \$ 172,310                            | \$ 171,233    | \$ -                 | \$ 171,233            | \$ 1,077              |
| Council on Aging           |   |                                       |                              |                                       |               |                      |                       |                       |
| 612 Salaries               | \$ 211,697                              | \$ -                                  | \$ -                         | \$ 211,697                            | \$ 190,082    | \$ -                 | \$ 190,082            | \$ 21,615             |
| 613 Purchase of Service    | 3,305                                   | -                                     | -                            | 3,305                                 | 3,302         | -                    | 3,302                 | 3                     |
| 614 Expenses               | 5,175                                   | -                                     | -                            | 5,175                                 | 5,173         | -                    | 5,173                 | 2                     |
| 615 Capital Outlay         | -                                       | -                                     | -                            | -                                     | -             | -                    | -                     | -                     |
|                            | \$ 220,177                              | \$ -                                  | \$ -                         | \$ 220,177                            | \$ 198,557    | \$ -                 | \$ 198,557            | \$ 21,620             |
| Commission on Disabilities |   |                                       |                              |                                       |               |                      |                       |                       |
| 616 Expenses               | \$ 513                                  | \$ -                                  | \$ -                         | \$ 513                                | \$ 58         | \$ -                 | \$ 58                 | \$ 455                |
|                            | \$ 513                                  | \$ -                                  | \$ -                         | \$ 513                                | \$ 58         | \$ -                 | \$ 58                 | \$ 455                |
| Planning Board             |   |                                       |                              |                                       |               |                      |                       |                       |
| 701 Salaries               | \$ 121,418                              | \$ 2,000                              | \$ -                         | \$ 123,418                            | \$ 118,492    | \$ -                 | \$ 118,492            | \$ 4,926              |
| 702 Purchase of Service    | 8,000                                   | (2,000)                               | -                            | 6,000                                 | 5,676         | -                    | 5,676                 | 324                   |
| 703 Expenses               | 3,310                                   | -                                     | -                            | 3,310                                 | 1,999         | 1,259                | 3,258                 | 52                    |
| 704 Capital Outlay         | -                                       | -                                     | -                            | -                                     | -             | -                    | -                     | -                     |
|                            | \$ 132,728                              | \$ -                                  | \$ -                         | \$ 132,728                            | \$ 126,168    | \$ 1,259             | \$ 127,426            | \$ 5,302              |
| Conservation Commission    |   |                                       |                              |                                       |               |                      |                       |                       |
| 705 Salaries               | \$ 26,555                               | \$ 1,250                              | \$ -                         | \$ 27,805                             | \$ 25,861     | \$ -                 | \$ 25,861             | \$ 1,944              |
| 706 Purchase of Service    | 3,420                                   | (1,250)                               | -                            | 2,170                                 | 1,592         | -                    | 1,592                 | 578                   |
| 707 Expenses               | 1,638                                   | -                                     | -                            | 1,638                                 | 1,616         | -                    | 1,616                 | 22                    |
| 708 Capital Outlay         | -                                       | -                                     | -                            | -                                     | -             | -                    | -                     | -                     |
|                            | \$ 31,613                               | \$ -                                  | \$ -                         | \$ 31,613                             | \$ 29,069     | \$ -                 | \$ 29,069             | \$ 2,544              |
| Board of Appeals           |   |                                       |                              |                                       |               |                      |                       |                       |
| 709 Salaries               | \$ 8,294                                | \$ 7,600                              | \$ -                         | \$ 15,894                             | \$ 14,845     | \$ -                 | \$ 14,845             | \$ 1,049              |
| 710 Purchase of Service    | 4,040                                   | (2,000)                               | -                            | 2,040                                 | 1,546         | -                    | 1,546                 | 494                   |
| 711 Expenses               | 170                                     | -                                     | 50                           | 220                                   | 220           | -                    | 220                   | -                     |
|                            | \$ 12,504                               | \$ 5,600                              | \$ 50                        | \$ 18,154                             | \$ 16,611     | \$ -                 | \$ 16,611             | \$ 1,543              |
| Historical Commission      |   |                                       |                              |                                       |               |                      |                       |                       |
| 712 Expenses               | \$ 513                                  | \$ -                                  | \$ -                         | \$ 513                                | \$ 270        | \$ -                 | \$ 270                | \$ 243                |
|                            | \$ 513                                  | \$ -                                  | \$ -                         | \$ 513                                | \$ 270        | \$ -                 | \$ 270                | \$ 243                |
| Library                    |   |                                       |                              |                                       |               |                      |                       |                       |
| 801 Salaries               | \$ 772,654                              | \$ -                                  | \$ -                         | \$ 772,654                            | \$ 760,151    | \$ -                 | \$ 760,151            | \$ 12,503             |
| 802 Purchase of Service    | 42,715                                  | -                                     | -                            | 42,715                                | 41,247        | -                    | 41,247                | 1,468                 |
| 803 Books & Periodicals    | 158,502                                 | -                                     | -                            | 158,502                               | 158,496       | -                    | 158,496               | 6                     |
| 804 Expenses               | 12,431                                  | -                                     | -                            | 12,431                                | 12,289        | -                    | 12,289                | 142                   |
| 805 Capital Outlay         | -                                       | -                                     | -                            | -                                     | -             | -                    | -                     | -                     |
|                            | \$ 986,302                              | \$ -                                  | \$ -                         | \$ 986,302                            | \$ 972,183    | \$ -                 | \$ 972,183            | \$ 14,119             |



**Town of Needham  
General Fund  
Statement of Budget Appropriations and Expenditures  
Year Ended June 30, 2003**

|                     | Annual<br>Town Meeting<br>Appropriation | Special<br>Town Meeting<br>Amendments | Reserve<br>Fund<br>Transfers | Total<br>Available for<br>Expenditure | Disbursements        | FY03<br>Encumbrances | Total<br>Expenditures | Unexpended<br>Balance |
|---------------------|---|---------------------------------------|------------------------------|---------------------------------------|----------------------|----------------------|-----------------------|-----------------------|
| Park & Recreation   |   |                                       |                              |                                       |                      |                      |                       |                       |
| Salaries            | \$ 374,296                              | \$ -                                  | \$ -                         | \$ 374,296                            | \$ 370,742           | \$ -                 | \$ 370,742            | \$ 3,554              |
| Purchase of Service | 46,278                                  | -                                     | -                            | 46,278                                | 41,314               | 4,835                | 46,148                | 130                   |
| Expenses            | 24,347                                  | -                                     | -                            | 24,347                                | 24,345               | -                    | 24,345                | 2                     |
| Capital Outlay      | 12,000                                  | -                                     | -                            | 12,000                                | 9,125                | 2,872                | 11,998                | 3                     |
|                     | <u>\$ 456,921</u>                       | <u>\$ -</u>                           | <u>\$ -</u>                  | <u>\$ 456,921</u>                     | <u>\$ 445,526</u>    | <u>\$ 7,707</u>      | <u>\$ 453,233</u>     | <u>\$ 3,688</u>       |
| Memorial Park       |   |                                       |                              |                                       |                      |                      |                       |                       |
| Expenses            | \$ 500                                  | \$ -                                  | \$ -                         | \$ 500                                | \$ -                 | \$ 500               | \$ 500                | \$ -                  |
| Capital Outlay      | -                                       | -                                     | -                            | -                                     | -                    | -                    | -                     | -                     |
|                     | <u>\$ 500</u>                           | <u>\$ -</u>                           | <u>\$ -</u>                  | <u>\$ 500</u>                         | <u>\$ -</u>          | <u>\$ 500</u>        | <u>\$ 500</u>         | <u>\$ -</u>           |
| Grand Total         | <u>\$ 69,353,939</u>                    | <u>\$ (88,000)</u>                    | <u>\$ -</u>                  | <u>\$ 69,265,939</u>                  | <u>\$ 66,579,503</u> | <u>\$ 1,169,957</u>  | <u>\$ 67,749,460</u>  | <u>\$ 1,516,479</u>   |

# INDEX

|   |    |
|---|----|
| Council on Aging.....                     | 36 |
| Board of Appeals .....                    | 48 |
| Assessors.....                            | 51 |
| Building Department.....                  | 20 |
| Conservation Commission.....              | 47 |
| Commission on Disabilities.....           | 38 |
| Finance Committee .....                   | 50 |
| Finance Department.....                   | 49 |
| Financial Statements .....                | 60 |
| Fire Department .....                     | 19 |
| Board of Health.....                      | 27 |
| Historical Commission.....                | 44 |
| Legal Department.....                     | 6  |
| Library.....                              | 42 |
| Memorial Park .....                       | 42 |
| Moderator.....                            | 7  |
| Municipal Building Maintenance Board..... | 23 |
| Park and Recreation .....                 | 39 |
| Permanent Public Building Committee ..... | 25 |
| Personnel Board.....                      | 5  |
| Planning Board.....                       | 45 |
| Police.....                               | 17 |
| Public Works.....                         | 21 |
| Registrars .....                          | 3  |
| Retirements .....                         | 59 |
| Schools.....                              | 7  |
| Future School Needs .....                 | 15 |
| Selectmen.....                            | 1  |
| Town Clerk .....                          | 4  |
| Town Meeting Members.....                 | 56 |
| Town Officials .....                      | 52 |
| Veterans' Services .....                  | 32 |
| Youth Commission .....                    | 32 |



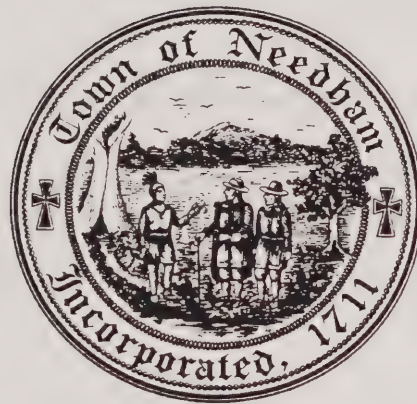






# **SPECIAL TOWN MEETING**

## **WARRANT**



## **TOWN OF NEEDHAM**

**WEDNESDAY, NOVEMBER 13, 2002**

**7:30 P.M.**

**POLLARD MIDDLE SCHOOL**

**NEEDHAM**





COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Pollard Middle School in said Town on

WEDNESDAY, THE THIRTEENTH OF NOVEMBER, 2002

at seven-thirty in the afternoon, then and there to act upon the following articles, viz:

---

ARTICLE 1            **ABONDONMENT OF BURR DRIVE SEWER EASEMENT**

To see if the Town will vote to extinguish, abandon or otherwise release a portion of an existing 20 ft. wide sewer easement situated at the end of Burr Drive as shown on a plan entitled "Acceptance Plan of Burr Drive, Sewer Easement Southerly & Westerly in Needham, Mass.", recorded in Norfolk County Registry of Deeds as Plan 371 of 1997 in Book 448. Said portion of easement being bounded and described as follows:

Beginning at a point 4.0 ft. northeasterly of the end of an existing 20 ft. sewer easement lying 81.00 ft. northwesterly of the MWRA sewer easement thence running N24°39'15" W 311.07ft., thence turning and running N75°09'15" W 117.40ft., thence turning and running N41°39'15" W 112.83 ft., thence turning and running N47°20'45"E 20.00 ft., thence turning and running S42°39'15"E 107.00ft., thence turning and running S75°09'15"E 121.00ft., thence turning and running S24°39'15" E 311.00ft., thence turning and running N39°50'45"E 22.16ft. to the point of beginning.

For further reference see "Order of Taking for Town Way, Burr Drive, Town of Needham in Board of Selectmen" recorded in Norfolk County Registry of Deeds in Deed Book 11855 Page 097; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 1 Explanation: In 1997 the Town accepted Burr Drive as a Public Way. At that time the developer had plans to extend a sewer line according to a proposed layout of several buildings. In 2002 the developer changed the layout of the proposed building from what was originally intended. The sewer easement is no longer necessary and therefore it is proposed to be abandoned.

---

## **ARTICLE 2**

### **APPROPRIATE FOR CINEMA DEMOLITION**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$370,000 to pay for the cost associated with the cinema demolition, as approved under Article 2 of the February, 2001 Special Town Meeting, to be spent under the direction of the Board of Selectmen, said sum to be raised by a transfer from the stabilization fund; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article 2 Explanation: In February, 2001, the Town Meeting approved the option to fund this project through debt. In accordance with requirements set by the State, the Town will not be able to borrow to pay for the costs associated with the demolition. Therefore, we must eliminate the liability with a cash appropriation.*

---

## **ARTICLE 3**

### **APPROPRIATE FOR WELLESLEY AVENUE / CEDAR STREET INTERSECTION RECONSTRUCTION**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$75,000 for Wellesley Avenue/Cedar Street intersection improvements and reconstruction, to be spent under the direction of the Board of Selectmen, and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article 3 Explanation: During the feasibility study process leading up to the Eliot School design, this intersection was identified as a top priority. The already difficult intersection will be further burdened by the increase in the school population.*

---

## **ARTICLE 4**

### **APPROPRIATE FOR BUILDING STRUCTURAL REPAIRS/DEMOLITION – EMERY GROVER**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$120,000 for building structural repair, reconstruction, or demolition of the South entrance of the Emery Grover Building, to be spent under the direction of the Municipal Building Maintenance Board, and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article 4 Explanation: This request is for the repair, reconstruction or demolition of the brick and mortar arched entryway and landing at the Emery Grover Building. The current structure is in an advanced state of deterioration and in danger of collapsing. The entrance was closed in February, 2002.*

---



## **ARTICLE 5**

### **APPROPRIATE FOR FIRE TRUCK**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$750,000 to purchase a fire truck, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article 5 Explanation: This request was presented to the Annual Town Meeting in May, 2001 and was referred for further analysis. The Board of Selectmen appointed a Fire Station Location and Deployment Feasibility Study Committee which reviewed the type of truck which would meet the Town's needs, and the possibilities for housing the new truck. The consultant recommended that the Town purchase a "Quint" type truck and make structural repairs to Station 2 to accommodate housing the truck. The Town is still in the process of determining the method by which the Station should be renovated. Because of the current condition of the existing ladder truck, and the long lead time for delivery of this type of vehicle (12 to 18 months) the Board of Selectmen recommends funding of this piece of equipment at this time.*

---

## **ARTICLE 6**

### **APPROPRIATE FOR TOWNWIDE COMPUTER HARDWARE**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$185,000 for a Town wide Computer Hardware upgrade, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 6 Explanation: This request would replace the main computer system which runs all financial, utility billing and payroll systems for the Town. All of the existing equipment will be at least ten years old at the time of proposed replacement, and is subject to very demanding use. This upgrade would include controllers, tape drives, printers, and personal computers to replace dumb terminals. Replacement of the IBM AS/400, or conversion to a new PC-based server system, will be analyzed as to the best approach. The Technology Advisory Board has recommended that the scheduled replacement of this hardware be done in order to ensure the continual operations of many of the Town's essential functions. Further delay will compromise the Town's technology and data system operations.*

---

## **ARTICLE 7**

### **APPROPRIATE FOR EXTRAORDINARY BUILDING REPAIR POLICE/FIRE STATIONS**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$1,000,000 for extraordinary building repairs at the Police and Fire Stations, to be spent under the direction of the Municipal Building Maintenance Board, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow said sum under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 7 Explanation Funding for the design of this project was approved at the 2000 Annual Town Meeting. Components of the project at the Police Station/Fire Station One include: reconstruction of two ornamental cheek walls, repointing of deteriorated mortar joints, abatement of lead paint and painting of trim components, hose tower cupola and apparatus bays, replacing wood trim on the cupola, replacing failed exterior sealant joints and the wall expansion joints, installing aluminum windowsill counter flashing to conceal exposed wood sills, repairing/replacing balusters on the roof top monitor rails, cleaning and disposing of bird debris, installation of bird netting between the slate roof systems, repairing spalled masonry walkways and ramps, repairing/replacing HP handrails, replacing four original wood frame windows, replacing the existing bituminous driveway apron with a concrete apron, making miscellaneous repairs to the slate roofs, and replacing flat roof sections. At Fire Station 2, components include: abatement of lead paint, painting of all trim components, repairing and painting cupola, balusters, and monitor railing, miscellaneous slate roof repairs, repair of spalled masonry walkways, re-pointing of deteriorated mortar joints, and the installation of exterior trench drains to alleviate a water infiltration problem. This project may also include efforts to support the slab floor at Station 2 to accommodate a new vehicle. This project was presented at the May, 2001 Annual Town Meeting, and was withdrawn due to funding priorities. The project was not supported by the November, 2001 Special Town Meeting. The anticipated cost of the project in November 2001 was \$750,000.

---

## **ARTICLE 8**

### **APPROPRIATE FOR EXTERIOR PAINTING – POLLARD SCHOOL**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$35,000 for exterior painting of the Pollard Middle School, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 8 Explanation: The tongue and groove trim components on the exterior of the Pollard Middle School are showing wear since they were originally stained in 1993. These components were constructed of redwood, a material that will be very durable as long as it continues to be stained. This request will ensure that the Pollard School reconstruction work is not allowed to deteriorate.

---

## **ARTICLE 9**

### **APPROPRIATE FOR SCHOOL FURNITURE REPLACEMENT**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$50,000 for school furniture replacement at Needham High School, to be spent under the direction of the School Committee and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 9 Explanation: There are approximately 70 classrooms at the Needham High School. The building renovation completed in 1988 was originally intended to include the replacement of building furniture. Unfortunately, due to construction cost overruns, the furniture replacement was not done. In its 1998 accreditation report, the New England Association for Schools and Colleges recommended the replacement and upgrade of outdated and damaged classroom and office furniture. This request is for the second year of a multi-year



replacement program. Items to be purchased include classroom furniture, teacher stations, and specialized items such as science lab benches, shelving, and countertops.

---

**ARTICLE 10                    APPROPRIATE FOR SCHOOL FLOORING REPLACEMENT**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$75,000 to replace flooring in school buildings, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 10 Explanation: This request is part of a multi-year plan to systematically address the need to replace asbestos flooring in school buildings. In most cases, the worn flooring is comprised of asbestos, or carpeting glued directly to tiles that contain asbestos. In all cases, the asbestos floor tile is a minimum of 30 years old and would be due for replacement even if it did not contain asbestos. It is estimated that it will take 20 years to remove and replace all asbestos flooring in Needham classrooms. This effort will be directed toward those schools not slated for renovation work in the near future, or for emergency repair areas. The carpeting in the Emery Grover building has deteriorated to the point that it is creating a safety hazard. It is anticipated the FY03 funding will be used to replace tile in the Hillside School, and possibly tile and carpet in the Emery Grover Building.*

---

**ARTICLE 11                    APPROPRIATE FOR SCHOOL TECHNOLOGY PLAN**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$130,000 to upgrade computer inventory, to be spent under the direction of the School Committee, and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 11 Explanation: This request will upgrade 17% of the computer inventory to accept new software applications and access to internet resources. The request will provide adequate workstations and associated peripherals for all instructional areas: computer labs, school media centers, classrooms, special education programs, and tutorial areas. The request also includes upgrades for administrative computers and upgrades for administrative software.*

---

**ARTICLE 12                    APPROPRIATE FOR LOCAL ROAD/INTERSECTION RECONSTRUCTION**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$1,000,000 for road and intersection improvements and reconstruction, including engineering design and construction administration, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 12 Explanation: This request reflects the fourth year of funding of the Board of Selectmen's road and intersection reconstruction program. The funds would be used to (1) reconstruct Mellen Street, Noanett Road, Hewitt Circle, and Amelia Road; (2) undertake extraordinary repairs to local and Chapter 90 eligible roads; and, (3) subject to further engineering analysis, reconstruct one of the following intersections: Greendale Avenue at High Street and Tower Avenue; Central Avenue at Charles River Street; or Dedham Avenue at Harris Avenue.

---

## **ARTICLE 13                      APPROPRIATE FOR MEMORIAL PARK PARKING LOT**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$62,000 to resurface Memorial Park parking lot, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 13 Explanation: The Memorial Park parking lot needs to be resurfaced based on its current condition. As a means of extending the life of the existing pavement, the lot received a crack sealing treatment in 1993 along with repairs of significantly deteriorated and damaged areas. If the lot is not resurfaced soon, it will require total reconstruction. The Department of Public Works staff estimate that the cost of reconstructing this lot will be over \$125,000. This project has been included in the Capital Improvement Plan and deferred every year since 1994.

---

## **ARTICLE 14                      APPROPRIATE FOR DEDHAM AVENUE PARKING LOT REHABILITATION**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$180,000 to reconstruct and/or repave municipal parking lots, to be spent under the direction of the Board of Selectmen, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 14 Explanation: The final phase of a three part program to reconstruct and/or repave municipal parking lots consists of the Dedham Avenue lot and the Mark Lee Road lot. The Dedham Avenue lot is proposed for FY2003 and the Mark Lee Road lot for FY2004. Design funds for the Dedham Avenue lot reconstruction were appropriated at the May, 2001 Annual Town Meeting. The Town has a license with the First Church of Christ to use part of the Church's lot for public parking. The terms of the license require certain improvements which are part of the proposed project. Funding for the project is recommended through borrowing, with the debt service paid from the Parking Meter Fund.

---



**ARTICLE 15**                    **APPROPRIATE FOR SIDEWALK REPAIR AND RESURFACING**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$180,000 for sidewalk repair and resurfacing, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 15 Explanation:* There are over 160 miles of sidewalk in Needham, of which 52 miles are designated as school walking routes. Over half of the sidewalks require significant work. Steps to remedy this situation were taken beginning two years ago, with a total of \$350,000 appropriated since that time. This current request is anticipated to be allocated to fund repairs to sidewalks on Brookline Street from Manning Street to Greendale Avenue.

---

**ARTICLE 16**                    **APPROPRIATE FOR HANDICAPPED RAMPS**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$50,000 for the construction of handicapped ramps at various sidewalk locations, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 16 Explanation:* This program is intended to bring the Town into compliance with current Americans with Disabilities Act (ADA) and Massachusetts Architectural Access Board (AAB) requirements. Notwithstanding the work that has already been done, there are still over 2,000 locations around Town that require the installation of handicapped ramps. This request, which will fund an estimated 10 to 14 ramps next year, is part of a multi-year program to meet these Federal and State requirements.

---

**ARTICLE 17**                    **APPROPRIATE FOR VEHICLES AND EQUIPMENT**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$500,000 for vehicle and equipment replacement, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 17 Explanation:* The total amount of vehicle and equipment replacement recommended for funding from all sources for fiscal year 2003 equals \$500,000. The total list of vehicles which should be replaced in fiscal year 2003 is \$2,390,030. The recommended list includes hook lift trucks with plow and frame, hook lift truck bodies, ¾ ton pick-up, 1 ton pick-up, 1 ton pick-up with plow, fairway mower with trailer, ½ ton van, and a brush chipper.

---

## **ARTICLE 18**

### **APPROPRIATE FOR STORM DRAIN DISCHARGE IMPROVEMENTS**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$190,000 for improvements to the storm drainage system, to be spent under the direction of the Board of Selectmen, and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 18 Explanation: The Town entered into a Memorandum of Understanding with the U.S. Environmental Protection Agency to undertake a Town-wide investigation and develop a stormwater master plan. This plan is now complete. Improvements to the storm drainage system to improve the quality of water discharged in fiscal 2003 include installation of a special, oversized drainage manhole, a new drain pipe, and a specialized outlet in the Lake Drive area. The Lake Drive catch basins will also be tied into the new drain pipe. The intent is to remove sediment, trash, and volatile organic compounds from the stormwater coming from the downtown areas, and to improve the quality of the stormwater flow to Rosemary Lake in accordance with NPDES, Phase II requirements.*

---

## **ARTICLE 19**

### **APPROPRIATE FOR BROOK & CULVERT REPAIR AND MAINTENANCE**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$150,000 for repair and maintenance to brooks and culverts; to be spent under the direction of the Board of Selectmen, and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 19 Explanation This is a request for funding of the 3rd year of a multi-year request to clean brooks throughout the Town and repair culverts/retaining walls in the brooks. During severe storms, there are numerous incidents of flooding in residential areas. The flooding conditions are largely the result of blockages of waterways due to the failure of retaining walls and the clogging of waterways with vegetation and silt. These conditions have occurred due to the lack of manpower for routine maintenance of these waterways. A major effort is now needed to begin to address this problem. FY03 funds are proposed for work in the area between Linden St., Maple St. and the MBTA railroad tracks, and the lower portion of Rosemary Brook.*

---

## **ARTICLE 20**

### **APPROPRIATE FOR RICHARDSON DRIVE PUMP STATION / SEWER MAIN**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$500,000 for construction of a sewer line to allow a gravity wastewater flow to the Town sewer system, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting



Article 20 Explanation: As part of the Wastewater System Master Plan, several of the wastewater pump stations were evaluated to determine their physical condition, capacity to accommodate additional wastewater flows, and compliance with codes and standards of operation. Seven of the 10 wastewater pump stations in Town were identified as needing attention. In lieu of reconstruction, it is recommended that the station on Richardson Drive be eliminated by installing a gravity sewer to South Street, allowing the station to be bypassed permanently. The request for design funds for this gravity sewer project was approved at the May, 2001 Annual Town Meeting.

---

## **ARTICLE 21 APPROPRIATE FOR WASTEWATER PUMP STATION PUMP REPLACEMENTS**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$25,000 for two wastewater pump station pump replacements, to be spent under the direction of the Board of Selectmen and transferred from wastewater retained earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 21 Explanation: The estimated useful life of pump station pumps is 12 to 15 years. The goal of this program is to minimize emergency calls due to mechanical failures by replacing pumps that have outlived their useful lives. The program would allocate \$25,000 per year to finance the replacement of two pumps per year. There are 23 pumps in operation in the Town's pump stations.

---

## **ARTICLE 22 APPROPRIATE FOR GREAT PLAIN AVENUE PUMP STATION IMPROVEMENTS – DESIGN**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$100,000 for design for the renovation of the Great Plain Avenue pump station, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 22 Explanation: As part of the Wastewater System Master Plan, several of the wastewater pump stations were evaluated to determine their physical condition, capacity to accommodate additional wastewater flows, and compliance with codes and standards of operation. Seven of the ten wastewater pump stations in Town were identified as needing attention. The Great Plain Avenue Station is 50 years of age and is in need of repairs. The pumping and control systems do not meet current code requirements. Due to these factors, the Great Plain Avenue station is recommended as the next pump station for renovation. The preliminary estimate for construction is \$500,000.

---

## **ARTICLE 23**

### **APPROPRIATE FOR WATER SERVICE CONNECTION/ INSTALLATION & REPLACEMENT**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$100,000 for water service connection, installation, and/or replacement, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 8; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 23 Explanation: This project is proposed as an adjunct to the DPW road construction program. It consists of the replacement of old water services that were not replaced when water mains were replaced. The purpose is to prevent the failure of an element of the subsurface infrastructure before the desired life of the reconstructed roadway. In the case of Chapter 90 projects, this expense is not reimbursable. This project will also benefit the on-going lead and copper rule compliance by removal of lead services from the water distribution system*

---

## **ARTICLE 24**

### **APPROPRIATE FOR KENDRICK STREET BRIDGE WATER MAIN REPLACEMENT**

To see if the Town will vote to raise, appropriate, and /or transfer the sum of \$115,000 to replace the Kendrick Street Bridge water main, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 8; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 24 Explanation: The Annual Town Meeting in May, 2001 appropriated \$35,000 for the design of the replacement of this main. The 12 inch diameter main suspended from the bridge on the Kendrick Street Bridge was leaking -- restraining bolts and coupling bolts had rusted through and failed. An evaluation indicates that the water main replacement is needed sooner than the bridge is scheduled to be replaced during the Route 128 Add-a-Lane project.*

---

## **ARTICLE 25**

### **APPROPRIATE FOR WATER SYSTEM REHABILITATION - DESIGN**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$105,000 for engineering and design costs, to construct or reconstruct the water system on Webster Street/Dedham Avenue /Greendale Avenue /Brookline Street /Manning Street, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 8; or take any other action relative thereto.



INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 25 Explanation: The recently completed Water System Master Plan identified a range of necessary improvements including various system upgrades to water mains that are greater than 85 years of age. These mains are subject to more frequent repairs and higher maintenance costs. Older mains carry reduced volumes of water due to the buildup of tuberculation in the mains, which reduces pipe diameter. The preliminary estimate of the cost of rehabilitation is \$845,000.*

---

**ARTICLE 26**                    **APPROPRIATE FOR ST. MARY’S STREET PUMP STATION  
IMPROVEMENT - DESIGN**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$300,000 for engineering and design costs for reconstruction of the St. Mary’s Street Pump Station, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 8; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 26 Explanation: The Water System Master Plan has identified a category of improvements for high priority action. The proposed engineering and design would prepare for the reconstruction of the St. Mary’s Street Pump Station. The preliminary estimate of the cost of construction is \$2,000,000.*

---

**ARTICLE 27**                    **APPROPRIATE FOR A POLICE MOBILE COMMUNICATIONS  
SYSTEM**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$100,000 to replace the Police Mobile Communication System, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 27 Explanation: This request is submitted to improve both efficiency and officer safety. The equipment currently in use is ten years old, obsolete, and expensive to maintain. The new equipment will provide police officers with quick, efficient, and effective communications with headquarters, other police officers, the Police Department records system, and state and federal databases. This first phase of the project includes hardware and software acquisition and field testing of units.*

---

**ARTICLE 28**                    **APPROPRIATE FOR FIRE DEPARTMENT BRUSH TRUCK**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$37,000 to purchase a Fire Department Brush Truck, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT:

*Article 28 Explanation:* Fire vehicle C-6 is a pick-up truck used for utility purposes year round. In addition, it has a slide-in brush fire unit and serves as the Town's forestry brush fire vehicle. The slide-in brush fire unit was funded for replacement at the May 2000 Annual Town Meeting. This unit is a 1993 Ford F-350 and will be ten (10) years old at the time of replacement. In addition to its role in fighting brush fires, it is also used for many other purposes including fire suppression, transportation of supplies to a fire scene, pulling the hazardous materials trailer, and pulling the department's boat used for water rescues. Though it has relatively low mileage, it has experienced many hours at idle which causes wear and tear on the engine. It is beyond the age that it can be relied on, particularly for off-road uses. This replacement was originally requested at the May 2001 Annual Town Meeting and was withdrawn due to funding priorities.

---

## **ARTICLE 29                      APPROPRIATE FOR FIRE DEPARTMENT VEHICLE**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$42,000 to purchase a Fire Department vehicle, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 29 Explanation:* This request to replace Unit C-2, the Deputy Chiefs' vehicle, was presented to the May, 2001 Annual Town Meeting and withdrawn due to funding priorities. The vehicle is assigned to the Deputy Fire Chief. It must respond to every fire and EMS call and must be reliable to facilitate quick response to the scene of the incident. The current Deputy Chief's vehicle will not be traded in but retained as a special service unit. A Ford Bronco purchased in 1993 will be traded in.

---

## **ARTICLE 30                      APPROPRIATE FOR FIRE DEPARTMENT RADIO UPGRADE**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$170,000 to upgrade the Fire Department Radio system, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 30 Explanation:* The Fire Department has requested that its radio system be replaced due to safety concerns. The existing radio frequency is currently shared with the Dedham Fire Department, and at various times, the two towns interfere with each others' communication. Moreover, the existing frequency often picks up traffic from departments as far away as Portland, Maine. Most importantly, the existing equipment is unable to penetrate newer types of building construction, creating an unsafe condition for firefighters entering those buildings. The use of a new band and frequency, together with new equipment infrastructure, will eliminate most of the communications deficiency.

---



## **ARTICLE 31**

## **APPROPRIATE FOR TOWN HALL FEASIBILITY STUDY**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$75,000 for a feasibility study of Town Hall, to be spent under the direction of the Permanent Public Building Committee and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 31 Explanation: The MBMB has proposed the repair and reconstruction of the brick and mortar exterior wall of the Town Hall extending from the second story to above the roofline on the east-facing end of the Town Hall (Highland Avenue side). The existing wall is bowing out over the exterior handicapped ramp entryway. The cost estimate for the repair/reconstruction was \$250,000 in the spring of 2001. The Board of Selectmen and the MBMB agreed to defer the work until an analysis of the short and long-term renovation needs of the Town Hall could be performed. The feasibility study will answer at least the following question: What options are available to the Town to renovate the Town Hall, or to renovate the Town Hall in conjunction with other options such as construction of a new office facility or renovation of another existing municipal building in order to house Town departments in a convenient, safe, efficient, economical and comfortable setting. This article was presented to the November, 2001 Special Town Meeting and withdrawn due to funding priorities.*

---

## **ARTICLE 32**

## **APPROPRIATE FOR LIBRARY RENOVATION DESIGN**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$750,000 for design costs related to the Needham Public Library construction, to be spent under the direction of the Permanent Public Building Committee and to meet this appropriation the Treasurer with the approval of the Board of Selectmen, is authorized to borrow up to \$750,000 under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 32 Explanation: The Library lacks the space and infrastructure to accommodate the materials collection and electronic devices to satisfy the needs of the public today and into the future. Due to structural restrictions, it is not possible to remove walls and rearrange the space in the existing building. A structural engineer has concluded that it would not only be less expensive to remove the 1961 and 1981 additions to the building and construct a new addition, it would also result in a more efficient use of space. The Library Trustees have been granted a state library construction grant that will cover approximately \$3,000,000 of the projected total cost of construction, furnishings, equipment, and temporary relocation (\$15,680,250). This article was presented to the November, 2001 Special Town Meeting and withdrawn due to funding priorities.*

---

## **ARTICLE 33:**

## **AMEND FY2003 OPERATING BUDGET**

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2003 Operating Budget adopted under Article 12 of the May 2002 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts:

| <u>Line<br/>Item</u> | <u>Appropriation</u>                     | <u>Changing From</u> | <u>Changing To</u> |
|----------------------|--|----------------------|--------------------|
| 016                  | Unemployment compensation                | \$ 35,600            | \$65,000           |
| 205                  | Finance Department, Salaries             | \$ 870,511           | \$855,713          |
| 212                  | Finance Committee Reserve Fund           | \$ 951,342           | to be determined   |
| 301                  | Education, Salaries                      | \$ 27,951,274        | \$27,966,072       |
| 406                  | Fire, Purchase of Service                | \$ 83,699            | \$78,699           |
| 407                  | Fire, Expenses                           | \$ 146,033           | \$151,033          |
| 701                  | Planning Board Salaries                  | \$ 121,418           | \$123,418          |
| 702                  | Planning Board, Purchase of Services     | \$ 8,000             | \$6,000            |
| 705                  | Conservation Comm., Salaries             | \$ 26,555            | \$27,805           |
| 706                  | Conservation Comm., Purchase of Services | \$ 3,420             | \$2,170            |
| 709                  | Board of Appeals, Salaries               | \$ 8,294             | \$13,894           |

or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

#### ARTICLE 34:      AMEND WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2003 Water Enterprise Fund Budget adopted under Article 13 of the 2002 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F1/2:

| <u>Line<br/>Item</u> | <u>Appropriation</u> | <u>Changing From</u> | <u>Changing To</u> |
|----------------------|----------------------|----------------------|--------------------|
| 902                  | Purchase of Service  | \$ 302,080           | \$ 322,080         |
| 904                  | Capital Outlay       | \$ 20,000            | \$ 0               |

or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article 34 Explanation: The requested transfer will support the reconfiguration of the Charles River Water Treatment Facility, as recommended by the Town's consultant in order to address the calcium carbonate precipitation problem.*



**ARTICLE 35:        AMEND WASTEWATER ENTERPRISE FUND BUDGET**

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2003 Water Enterprise Fund Budget adopted under Article 14 of the 2002 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F1/2:

| <u>Line<br/>Item</u> | <u>Appropriation</u> | <u>Changing From</u> | <u>Changing To</u> |
|----------------------|----------------------|----------------------|--------------------|
| 913                  | Emergency Repairs    | \$20,000             | to be determined   |

and further that the items be funded by a transfer from the Wastewater Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee  
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 35 Explanation: This budget adjustment is attributable to a sewer force main break under Route 128 in October, 2002. The DPW is in the process of issuing an emergency procurement in order to repair the pipe. The cost of the repair is estimated to be \$150,000.*

---

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 22nd day of October 2002.

Gerald A. Wasserman, Chairman  
Colleen F. Schaller, Vice Chairman  
Daniel P. Matthews  
William M. Powers  
John H. Cogswell  
  
Board of Selectmen

A TRUE COPY  
Attest:  
Constable:

**Town Clerk's Office  
Needham, MA 02492**

**First Class Mail  
U.S. Postage Paid  
Needham, MA  
Permit No. 58224**

**ATTN: SPECIAL TOWN MEETING WARRANT**



**TOWN OF NEEDHAM**

**MASSACHUSETTS**



**2003 Annual Town Meeting Warrant**

**ELECTION..... Monday, April 14, 2003**

**Business Meeting at 7:30 p.m. on Monday, May 5, 2003**

**at the Newman School**





**92<sup>nd</sup> Report of the Finance Committee (March 2003)**

The Finance Committee, each year, is required by law to prepare for Town Meeting a budget that balances expenditures with projected revenues. This year because of increased Town wide expenses, mandated salary increases and decreased state aid, there is a substantial shortfall (deficit) between the projected revenue and the expenditures.

The Finance Committee, therefore, had no choice but to cut level-funded budgets from Fiscal Year 2003. Because salaries make up 80 percent of the budgets, open requisitions were either not funded or employees were unfortunately laid off. A difficult and hard task for all concerned.

**Revenue**

As of this March date, the total projected revenue available for appropriation to fund the Fiscal Year 2004 Operating Budget is \$71,851,219. This amount represents a \$2,425,780 (3.494%) increase from Fiscal Year 2003 revenues available at the Annual Town Meeting, centered mainly in a 3.88% growth from the property tax levy (\$2,108,623). However, new growth estimates declined \$650,000 (46.428%). It is net of decreases in state aid of \$657,588 (7.80%). The governor projects more cuts in state aid to balance an estimated three billion dollar shortfall in the state budget in FY04. The recent round of state aid cuts resulted in Needham not receiving \$178,713 for FY03. (This amount will be covered by open requisitions thus free cash for Fiscal Year 2005 will be reduced accordingly.)

**FY2004 Operating Budget**

The Town's Operating Budget is divided into two areas: Town wide expenses and Departmental Budgets. Town wide expenses (20.168% of the Total Operating Budget) are costs not attributable to a specific department. They include Health and General Insurance, Contributory and Non-Contributory Retirement, Workers Compensation, Debt Service, Street Lighting, MBTA Commuter Parking, Insurance Liability Fund, and the assessment for the Minuteman Vocational High School. Departmental Budgets can be divided into two categories: Schools (47.50% of the Town Operating Budget) and other Departments (32.332%). Town wide Expenses have increased 26.36% since FY2001, derived mainly from increases in the cost of Health Insurance (\$1,888,500) and maturing bonds and interest (\$643,388). An increase in Town- wide expenses is noteworthy since it requires a large share of the Town's revenue.

As for the Department Budgets, unlike past years the Finance Committee requested that all departments submit a "level funded" budget request with little likelihood of receiving "level service" and certainly not additional requests. "Level fund" is defined as the prior year's appropriated budget plus contractual salary increases and mandates imposed by federal and state laws or regulations. This year the level funded budget increase of \$3,959,101 was comprised mainly of an increase in the school budget of \$2,307,580. Of the 2.3 million dollars increase in the school budget, \$1,403,066 (60.8%) was due to salary increases and \$413,511 (17.9%) due to increases in special education out-of-town tuition.

As stated above the projected revenue \$71,851,219 will not cover all of the town wide expenses of \$14,758,142 and the \$58,417,304 of Departmental expenses, a total of \$73,175,446. If a suggested Selectmen's Capital Projects plan, requesting levy funding of \$1,127,500 is added, then the total expenditures total \$74,408,446. The deficit will be \$2,557,227.

Everyone, all departments and the schools, will be requested to shave their submitted level funded, level service budgets, to balance the total Town Budget.

Any capital requests will be considered in light of overall debt and debt service and the expected additional cuts from the state government. It should also be mentioned that because of all uncertain revenue sources in the next two years, that the reserve fund will be increased to cover any needs of the departments due to a reduction in local aid.

**Debt**

No one will argue that there are capital needs in Needham. Included in the warrant is a breakdown of the town's debt service into four categories: (1) Hospital Debt, (2) Levy Supported Debt, (3) Fee-funded Debt (Transfer station and water/sewer enterprise funds); (4) Override Debt. Since 1991, the Finance Committee has applied the following guidelines to form its recommendations to Town meeting.

1. Debt service on levy-funded debt projects should be kept within a fixed percentage of the tax levy, (originally 2%, raised to 3 percent in 1999) Debt level for Fiscal Year 2003 is 3.81%.
2. Total debt service should not exceed 10% of the total revenue and,
3. When possible, the Town should fund some projects each year with cash, not debt, especially those of a shorter life span or involving maintenance/repair.

The finance committee believes the town should continue to adhere closely to the above guidelines. The number of capital projects which would require debt financing, either approved or which may soon be presented for consideration, is ever increasing, exceeding \$100 million. As the requirement for funds to pay levy supported debt services increases, the available dollars to fund the departmental operating budgets decrease. A 1% increase in our levy supported debt service results in approximately \$700,000 less to fund departmental operating budgets.

No one desires a decrease in town services, nor do we look forward to making the decision on whether or not to have an operational override. However, since 80% of the town's operating budget comprises employee salaries, there is little flexibility if revenue from the tax levy flattens out or state aid decreases. (We are now in a revenue free fall. FY 2003 state cuts continue to plague cities and towns. The governor projects an unthinkable three billion dollar deficit for FY 2004). We must continue to maintain our town by repairing roads, fields, sidewalks and buildings. However, careful scrutiny and planning are needed before incurring new debt and jeopardizing the current level of services, as particularly apparent as you read this letter and consider this warrant

### Closing Thoughts.

From 1994 to 2001, the Massachusetts economy enjoyed economic growth unduplicated in its history. Someone once said, "Let the good times roll." Well, those good times have stalled. Needham benefitted from that growth, with a significant rise in funds available for appropriation at Town Meeting in years past. Yes, Finance Committee Chairman said to town meeting that the pace of revenue increases would not continue indefinitely. In calendar years 2001 and 2002, the Massachusetts economy ceased its rise. Difficult times are here with economists projecting a few years of cutbacks, sacrifices and layoffs.

With the decline of revenue to the town, Needham will face difficult choices; whether to increase taxes through capital and/or operational overrides to Proposition 2 1/2 or whether to further defer needed capital expenditures to maintain or improve the Town's infrastructure and buildings and to reduce services (or the rate of salary and benefit increases). The Finance Committee, as stated above, had no other option but to balance the FY 04 budget by cutting expenditures of the town and school budgets as projected revenues fell far below ever increasing debt.

Through previous prudent fiscal management the town has sizable reserves to help balance the budget and fund some capital items with cash. But knowing FY 2005 and beyond will present continued fiscal challenges, these reserves must be cautiously administered. Town wide expenses (fixed costs) continue to rise as do unfunded mandated state and federal debt, and negotiated salary increases. Perhaps by all working together we can control salary expenditures which in turn will help provide revenue to ease loss of jobs and to be available for the many proposed enhancements to the town's buildings and services.

The finance committee strives to maintain a balance between the operating budget and debt. We look forward to presenting a more complete picture at the Annual Town Meeting as the scope and timing of several capital projects and our final revenue figures come into a clearer focus.

The Finance Committee thanks the Board of Selectmen, the Town Administrator, the Assistant Town Administrators, Department heads, town officials, employees and committee liaisons with whom we have worked this past year. Also, to Gerry Sullivan, our Executive Secretary, in his seventeenth year of wise counsel who with good humor manages to always be there for the Chairman. Thank you, Gerry!

Peter W. Adams, Chairman  
Theodore Weiner, vice-Chairman  
Ronald W. Ruth, Past Chairman  
Damon J. Borrelli  
Jane A. Howard

Steven A. Jonas  
Brian Mawhinney  
Edward C. Nickles  
Peter T. Walsh  
Gerard G. Sullivan, Executive Secretary



**92<sup>nd</sup> REPORT OF THE FINANCE COMMITTEE (MARCH 2003)**

**WARRANT ARTICLE INDEX**

| <b><u>Article</u></b>                      | <b><u>Page</u></b> | <b><u>Description Title</u></b>  | <b><u>Inserted By</u></b>                 |
|--|--------------------|--|---|
| 1.   | 14.                | Annual Town Election   |   |
| 2.   | 15.                | Ballot Question – Debt Exclusion: Needham Public Library   | Board of Selectmen                        |
| 3.   | 15.                | Ballot Question – School Operating Override  | Board of Selectmen                        |
| 4.   | 15.                | Ballot Question - Public Safety  | Board of Selectmen                        |
| 5.   | 15.                | Ballot Question – Road Maintenance   | Board of Selectmen                        |
| 6.   | 16.                | Committee and Officer Reports  | Board of Selectmen                        |
| <b>LAND USE ARTICLES / ZONING ARTICLES</b> |                    |  |   |
| 7.   | 16.                | Non-Betterment Street Acceptance – Starr Ridge Road  | Board of Selectmen                        |
| 8.   | 16.                | Wireless Communication Facilities  | Planning Board                            |
| <b>PERSONNEL RELATED ARTICLES</b>          |                    |  |   |
| 9.   | 17.                | Amend Classification and Standard Rates of Compensation  | Personnel Board                           |
| 10.  | 17.                | Establish Elected Officials' Salaries  | Personnel Board                           |
| 11.  | 18.                | Fund Collective Bargaining Agreement – Police Units A and B  | Board of Selectmen                        |
| 12.  | 18.                | Fund Collective Bargaining Agreement – Police Superior Officers  | Board of Selectmen                        |
| 13.  | 19.                | Fund Collective Bargaining Agreement – Fire Units A, B, and C  | Board of Selectmen                        |
| 14.  | 19.                | Fund Collective Bargaining Agreement – DPW/NAGE  | Board of Selectmen                        |
| 15.  | 19.                | Fund Collective Bargaining Agreement – ITWA  | Board of Selectmen                        |
| 16.  | 19.                | Fund Collective Bargaining Agreement – AFSCME  | Board of Selectmen                        |
| <b>FINANCE / BUDGET ARTICLES</b>           |                    |  |   |
| 17.  | 20.                | Accept Chapter 73, Section 4 of the Acts of 1986 (Continuation of Increase in Property Tax Exemption Limits) | Board of Selectmen                        |
| 18.  | 20.                | Appropriate for Senior Corps Program   | Board of Selectmen                        |
| 19.  | 20.                | Appropriate for Compensated Absence Fund   | Board of Selectmen                        |
| 20.  | 20.                | Appropriate for Hazardous Waste Collection   | Board of Selectmen                        |
| 21.  | 21.                | Appropriate the FY2004 Operating Budget  | Finance Committee                         |
| 22.  | 21                 | Appropriate the FY2004 Water Enterprise Fund Budget  | Board of Selectmen /<br>Finance Committee |
| 23.  | 21.                | Appropriate the FY2004 Wastewater Enterprise Fund Budget   | Board of Selectmen /<br>Finance Committee |

| <u>Article</u>                             | <u>Page</u> | <u>Description Title</u>  | <u>Inserted By</u>                     |
|--|-------------|---|--|
| 24.  | 22.         | Appropriate the FY2004 Solid Waste/Recycling Enterprise Fund Budget             | Board of Selectmen / Finance Committee |
| 25.  | 23.         | Appropriate for Payment of Unpaid Bills of Prior Years                          | Board of Selectmen                     |
| 26.  | 23.         | Continue Departmental Revolving Funds   | Board of Selectmen                     |
| 27.  | 24.         | Establish Revolving Fund – Youth Services Program                               | Board of Selectmen                     |
| 28.  | 24.         | Authorization to Expend State Funds for Public Ways                             | Board of Selectmen                     |
| 29.  | 24.         | Transfer of Budgetary Fund Balance  | Finance Committee                      |
| <b>CAPITAL IMPROVEMENT BUDGET ARTICLES</b> |             |   |  |
| 30.  | 25.         | Appropriate for Library Construction and Design                                 | Board of Selectmen                     |
| 31.  | 25.         | Appropriate for High School Renovation Design                                   | Board of Selectmen                     |
| 32.  | 25.         | Appropriate for School Technology Plan  | Board of Selectmen                     |
| 33.  | 26.         | Appropriate for School Photocopier Replacement                                  | Board of Selectmen                     |
| 34.  | 26.         | Appropriate for Exterior Painting   | Board of Selectmen                     |
| 35.  | 26.         | Appropriate for School Floor Replacement  | Board of Selectmen                     |
| 36.  | 27.         | Appropriate for the Interior Painting   | Board of Selectmen                     |
| 37.  | 27.         | Appropriate for Police/Fire Building Repairs                                    | Board of Selectmen                     |
| 38.  | 27.         | Appropriate for Police Mobil Communication System                               | Board of Selectmen                     |
| 39.  | 28.         | Appropriate for Replacement of Public Safety Computer Hardware                  | Board of Selectmen                     |
| 40.  | 28.         | Appropriate for Fire Radio Upgrade  | Board of Selectmen                     |
| 41.  | 28.         | Appropriate for Fire Department Command Vehicle                                 | Board of Selectmen                     |
| 42.  | 28.         | Appropriate for Street Light Purchase   | Board of Selectmen                     |
| 43.  | 29.         | Appropriate for Local Road/Intersection Reconstruction Program                  | Board of Selectmen                     |
| 44.  | 29.         | Appropriate for Vehicles and Equipment  | Board of Selectmen                     |
| 45.  | 30.         | Appropriate for RTS Transfer Trailer  | Board of Selectmen                     |
| 46.  | 30.         | Appropriate for RTS Trommel Screener  | Board of Selectmen                     |
| 47.  | 30.         | Appropriate for Storm Drain Improvements  | Board of Selectmen                     |
| 48.  | 31.         | Appropriate for Brook and Culvert Repairs                                       | Board of Selectmen                     |
| 49.  | 31.         | Appropriate for Renovations to Birds Hill Water Storage Tank                    | Board of Selectmen                     |
| 50.  | 31.         | Appropriate for Water System Rehabilitation                                     | Board of Selectmen                     |
| 51.  | 32.         | Appropriate for Water System Rehabilitation/Webster/Greendale/Brookline/Manning | Board of Selectmen                     |
| 52.  | 32.         | Appropriate for Water Service Connection Installation & Replacement             | Board of Selectmen                     |
| 53.  | 32.         | Appropriate for Wellfield Watershed Management Study                            | Board of Selectmen                     |
| 54.  | 33.         | Appropriate for Wastewater Pump Station Improvement Design                      | Board of Selectmen                     |
| 55.  | 33.         | Appropriate for Wastewater System Rehabilitation                                | Board of Selectmen                     |
| 56.  | 34.         | Appropriate for Route 128 Sewer Main Location Feasibility Study                 | Board of Selectmen                     |



# 2003 ANNUAL TOWN MEETING WARRANT

| <u>Article</u>                                      | <u>Page</u> | <u>Description Title</u>                                       | <u>Inserted By</u>                                      |
|---|-------------|--|---|
| 57.   | 34.         | Appropriate for Wastewater Pump Station Pump Replacement       | Board of Selectmen                                      |
| 58.   | 34.         | Rescind Bond Authorizations                                    | Board of Selectmen                                      |
| <b>GENERAL BY-LAW ARTICLES / HOME RULE PETITION</b> |             |  |   |
| 59.   | 35.         | Amend General By-law, Article 9 Section 9.2.2.7                | Board of Health   |
| 60.   | 36.         | Amend General By-Law, Article 1, Section 1.3                   | Board of Selectmen                                      |
| 61.   | 36.         | Amend General By-Law, Article 1, Section 1.1.1                 | Board of Selectmen                                      |
| 62.   | 36.         | Amend General By-Law, Article 3, Section 3.8 Noise By-Law      | Board of Selectmen                                      |
| 63.   | 37.         | Accept an Amendment to Military Service Credit                 | Retirement Board  |
| 64.   | 37.         | Accept the provision of M.G.L, Chapter 40, Section 3           | School Committee  |
| 65.   | 38.         | Accept the provisions of M.G.L., Chapter 71, Section 71E       | School Committee  |
| 66.   | 38.         | Home Rule Petition: Information for Voters on Ballot Questions | Citizen's Petition                                      |
| 67.   | 39.         | Adopt policy for the Purchase / Lease of Passenger Vehicles    | Citizen's Petition                                      |
| <b>TOWN MEETING COMMITTEES</b>                      |             |  |   |
| 68.   | 39.         | Establish a Community Preservation Act Study Committee         | Park and Recreation /<br>Board of Selectmen             |
| 69.   | 41.         | Establish a Government Study Committee                         | Board of Selectmen                                      |
| 70.   | 40.         | Continue Community Center Study Committee                      | Community Center<br>Study Committee                     |
| 71.   | 40.         | Continue School Safety Study Committee                         | School Safety Study<br>Committee                        |
| 72.   | 41.         | Continue Solid Waste Disposal/Recycling Advisory Committee     | Solid Waste Disposal<br>Recycling Advisory<br>Committee |
| 73.   | 41.         | Omnibus Article  |   |

**REVENUE SUMMARY FY 2002 – 2004**  
As Approved by the Board of Selectmen 11-26-2002  
**General Fund Only\*-**

|  | ACTUAL<br>RECEIPTS<br>FY 2002 | ESTIMATED<br>RECEIPTS<br>FY 2003 | PROJECTED<br>RECEIPTS<br>FY 2004 |
|--|-------------------------------|----------------------------------|----------------------------------|
| <b>RECEIPTS</b>                          |                               |                                  |                                  |
| Motor Vehicle Excise                     | 3,394,921                     | 3,394,921                        | 3,394,921                        |
| Transfer from Water Enterprise Fund      | 682,203                       | 726,328                          | 726,328                          |
| Transfer from Wastewater Enterprise Fund | 483,178                       | 582,730                          | 582,730                          |
| Licenses & Permits                       | 602,500                       | 600,000                          | 600,000                          |
| Fines & Forfeits                         | 176,538                       | 160,000                          | 170,000                          |
| Recreation                               | 234,092                       | 230,000                          | 230,000                          |
| Special Assessments                      | 27,085                        | 3,500                            | 0                                |
| Hotel Tax                                | 313,584                       | 300,000                          | 285,000                          |
| Investment Income                        | 903,332                       | 600,000                          | 600,000                          |
| MBTA Commuter Parking                    | 197,151                       | 160,000                          | 160,000                          |
| Penalties and Interest                   | 149,483                       | 149,000                          | 149,000                          |
| In Lieu of Taxes                         | 300,336                       | 270,000                          | 280,000                          |
| Charges for Services                     | 530,303                       | 517,000                          | 520,000                          |
| Fees                                     | 187,460                       | 187,000                          | 187,000                          |
| Library Charges                          | 54,974                        | 51,000                           | 51,000                           |
| Rentals                                  | 21,655                        | 20,000                           | 20,000                           |
| Medicaid Reimbursements                  | 60,000                        | 60,000                           | 60,000                           |
| Other Receipts                           | 431,187                       | 18,000                           | 18,500                           |
| Supplemental Lottery Aid                 | 0                             | 0                                | 0                                |
| SUB-TOTAL                                | 9,296,966                     | 8,029,479                        | 8,034,479                        |
| <b>REVENUE</b>                           |                               |                                  |                                  |
| Real & Personal Property Tax Levy        | 51,640,260                    | 54,344,928                       | 56,453,551                       |
| State Aid                                | 8,481,076                     | 8,433,167                        | 7,775,579                        |
| SUB-TOTAL                                | 60,121,336                    | 62,778,095                       | 64,229,130                       |
| <b>RESERVES</b>                          |                               |                                  |                                  |
| Budgetary Fund Balance (Free Cash)       | 3,749,945                     | 3,226,740                        | 3,473,452                        |
| Overlay Surplus                          | 400,000                       | 500,000                          | 400,000                          |
| Reserved for Appropriation – Parking     | 119,000                       | 70,000                           | 120,000                          |
| Reserved for Appropriation – C & D       | 0                             | 20,000                           | 20,000                           |
| Stabilization Fund                       | 0                             | 370,000                          | 0                                |
| Other Funding Sources                    | 124,292                       | 0                                | 0                                |
| SUB-TOTAL                                | 4,393,237                     | 4,186,740                        | 4,013,452                        |
| <b>TOTAL REVENUE</b>                     | 73,811,539                    | 74,994,314                       | 76,277,061                       |
| <b>LESS REDUCTIONS IN REVENUE</b>        |                               |                                  |                                  |
| Cherry Sheet Assessments                 | 1,073,534                     | 1,075,994                        | 1,102,894                        |
| Cherry Sheet Offsets                     | 688,719                       | 676,920                          | 609,229                          |
| Overlay (reserve for abatements)         | 767,622                       | 1,227,280                        | 750,000                          |
| School Building Reimbursements           | 1,022,769                     | 1,022,769                        | 1,022,769                        |
| Transfer to Solid Waste Enterprise Fund  | 882,465                       | 865,000                          | 890,950                          |
| Other                                    | 51,739                        | 12,800                           | 50,000                           |
| SUB-TOTAL                                | 4,486,848                     | 4,880,763                        | 4,425,842                        |
| <b>AVAILABLE FOR APPROPRIATION</b>       | 69,324,691                    | 70,113,551                       | 71,851,219                       |



**OPERATING BUDGET SUMMARY**  
**FY 2002 – FY 2004**  
**General Fund Only**

|  | <b>EXPENDED</b><br><b><u>FY 2002</u></b> | <b>APPROPRIATED</b><br><b><u>FY 2003</u></b> | <b>RECOMMENDED</b><br><b><u>FY 2004</u></b> |
|--|--|--|---|
| <b>TOWN WIDE EXPENSES</b>              | 12,287,451                               | 13,621,897                                   | 14,972,980                                  |
| <b>DEPARTMENT BUDGETS</b>              |  |  |   |
| Board of Selectmen/Town Administration | 509,752                                  | 601,709                                      | 575,120                                     |
| Town Clerk                             | 222,794                                  | 238,389                                      | 222,331                                     |
| Legal                                  | 248,923                                  | 213,192                                      | 212,658                                     |
| Personnel Board                        | 2,800                                    | 15,985                                       | 15,508                                      |
| Assessors                              | 294,996                                  | 319,122                                      | 298,256                                     |
| Finance Department                     | 1,377,170                                | 1,336,950                                    | 1,332,647                                   |
| Finance Committee                      | 26,407                                   | 857,257                                      | 1,507,009                                   |
| Education                              | 30,471,265                               | 32,467,023                                   | 32,452,225                                  |
| Police                                 | 4,116,964                                | 4,158,993                                    | 3,984,677                                   |
| Fire                                   | 4,874,414                                | 5,032,163                                    | 4,949,613                                   |
| Building                               | 249,856                                  | 272,880                                      | 283,356                                     |
| Department of Public Works             | 3,246,218                                | 3,497,388                                    | 3,550,788                                   |
| Building Maintenance                   | 3,846,199                                | 4,079,325                                    | 4,207,473                                   |
| Permanent Public Bldg Committee        | 78,135                                   | 88,230                                       | 85,417                                      |
| Board of Health                        | 336,746                                  | 360,263                                      | 357,239                                     |
| Veterans Services                      | 55,738                                   | 85,492                                       | 85,354                                      |
| Youth Commission                       | 162,415                                  | 172,310                                      | 176,422                                     |
| Council On Aging                       | 198,789                                  | 220,177                                      | 217,407                                     |
| Commission on Disabilities             | 114                                      | 513  | 513   |
| Planning Board                         | 122,005                                  | 132,728                                      | 131,846                                     |
| Conservation Commission                | 26,723                                   | 31,613                                       | 31,497                                      |
| Board of Appeals                       | 16,752                                   | 18,104                                       | 18,025                                      |
| Historical Commission                  | 34                                       | 513  | 513   |
| Library                                | 929,632                                  | 986,302                                      | 973,723                                     |
| Park & Recreation                      | 423,586                                  | 456,921                                      | 450,622                                     |
| Memorial Park                          | <u>500</u>                               | <u>500</u>                                   | <u>500</u>                                  |
| <b>DEPARTMENT BUDGETS SUB TOTAL</b>    | <b>51,838,927</b>                        | <b>55,644,042</b>                            | <b>56,120,739</b>                           |
| Financial Warrant Articles             | 297,695                                  | 461,500                                      | 85,500                                      |
| Appropriate to Stabilization Fund      | 900,000                                  | 0  | 0   |
| New Debt Service                       | 32,500                                   | 0  | 0   |
| Warrant Articles – Capital             | <u>1,066,200</u>                         | <u>380,000</u>                               | <u>672,000</u>                              |
| <b>TOTAL OPERATING BUDGET</b>          | <b>64,422,773</b>                        | <b>70,107,439</b>                            | <b>71,851,219</b>                           |

**OPERATING BUDGET RECOMMENDATIONS  
FOR FISCAL YEAR ENDING JUNE 30, 2004**

Submitted by the Finance Committee

|   | <b>EXPENDED<br/>FY2002</b> | <b>APPRO-<br/>PRIATED<br/>FY 2003</b> | <b>RECOM-<br/>MENDED<br/>FY 2004</b> | <b>AMENDMENT</b> |
|---|----------------------------|---------------------------------------|--------------------------------------|------------------|
| <b>TOWN WIDE EXPENSES</b>                 |                            |                                       |                                      |                  |
| (21.06% of Budget Total)                  |                            |                                       |                                      |                  |
| 010 Street lighting                       | 370,000                    | 370,000                               | 370,000                              |                  |
| 011 Garbage Collection                    | 46,810                     | 0                                     | 0                                    |                  |
| 012 Insurance, general                    | 214,473                    | 300,000                               | 360,000                              |                  |
| 013 Health Insurance                      | 5,586,500                  | 6,384,000                             | 7,475,000                            |                  |
| 014 Worker's Compensation                 | 385,000                    | 385,000                               | 385,000                              |                  |
| 015 Prop. Self Insurance (C.40, s.13)     | 20,000                     | 20,000                                | 20,000                               |                  |
| 016 Unemployment Compensation             | 57,997                     | 65,000                                | 67,035                               |                  |
| 017 Ins. Liability Fund (C. 10 Acts 2002) | 380,000                    | 380,000                               | 380,000                              |                  |
| 018 Principal                             | 1,715,957                  | 2,191,260                             | 2,169,639                            |                  |
| 019 Interest                              | 313,515                    | 468,643                               | 503,221                              |                  |
| 020 Contributory Retirement               | 2,282,359                  | 2,353,000                             | 2,392,000                            |                  |
| 021 Chapter 32 Retirement                 | 126,464                    | 128,500                               | 128,500                              |                  |
| 022 Minuteman Voc. Assessment             | 371,983                    | 434,994                               | 535,085                              |                  |
| 023 MBTA Commuter Parking                 | 104,197                    | 107,500                               | 187,500                              |                  |
| 024 Glover Hosp. Accrued Liability        | 314,696                    | 34,000                                | 0                                    |                  |
| <b>TOTAL TOWN WIDE EXPENSES</b>           | <b>12,287,451</b>          | <b>13,621,897</b>                     | <b>14,972,980</b>                    |                  |
| <b>GENERAL GOVERNMENT</b>                 |                            |                                       |                                      |                  |
| (1.44% of Budget Total)                   |                            |                                       |                                      |                  |
| BOARD OF SELECTMEN/TOWN ADMINISTRATION:   |                            |                                       |                                      |                  |
| 101 Salaries                              | 330,241                    | 387,669                               | 382,316                              |                  |
| 102 Merit Pay                             | 18,563                     | 30,800                                | 30,800                               |                  |
| 103 Purchase of service                   | 131,885                    | 159,099                               | 138,863                              |                  |
| 104 Expenses                              | 18,563                     | 24,141                                | 23,141                               |                  |
| 105 Capital outlay                        | 10,500                     | 0                                     | 0                                    |                  |
| TOTAL                                     | 509,752                    | 601,709                               | 575,120                              |                  |
| TOWN CLERK/BOARD OF REGISTRARS:           |                            |                                       |                                      |                  |
| 106 Salaries                              | 168,042                    | 177,733                               | 179,862                              |                  |
| 107 Purchase of service                   | 23,377                     | 24,775                                | 18,199                               |                  |
| 108 Expenses                              | 3,656                      | 4,800                                 | 3,870                                |                  |
| 109 Capital outlay                        | 0                          | 0                                     | 0                                    |                  |
| 110 Tellers / Canvassers / Details        | 27,719                     | 31,081                                | 20,400                               |                  |
| TOTAL                                     | 222,794                    | 238,389                               | 222,331                              |                  |



**2003 ANNUAL TOWN MEETING WARRANT**

**GENERAL GOVERNMENT (Continued)**

|                                     | <b>EXPENDED</b>      | <b>APPRO-<br/>PRIATED</b> | <b>RECOM-<br/>MENDED</b> |                         |
|-------------------------------------|----------------------|---------------------------|--------------------------|-------------------------|
|                                     | <b><u>FY2002</u></b> | <b><u>FY2003</u></b>      | <b><u>FY2004</u></b>     | <b><u>AMENDMENT</u></b> |
| <b>LEGAL:</b>                       |                      |                           |                          |                         |
| 111 Salaries                        | 56,141               | 58,192                    | 59,158                   |                         |
| 112 Special fees                    | 190,187              | 150,000                   | 150,000                  |                         |
| 113 Settlements & judgments         | 0                    | 0                         | 0                        |                         |
| 114 Expenses                        | <u>2,595</u>         | <u>5,000</u>              | <u>3,500</u>             |                         |
| TOTAL                               | 248,923              | 213,192                   | 212,658                  |                         |
| <b>PERSONNEL BOARD:</b>             |                      |                           |                          |                         |
| 115 Salaries                        | 810                  | 1,985                     | 1,508                    |                         |
| 116 Purchase of service             | 1,190                | 10,000                    | 10,000                   |                         |
| 117 Merit program                   | <u>800</u>           | <u>4,000</u>              | <u>4,000</u>             |                         |
| TOTAL                               | 2,800                | 15,985                    | 15,508                   |                         |
| <b>TOTAL GENERAL<br/>GOVERNMENT</b> | <b>984,269</b>       | <b>1,069,275</b>          | <b>1,025,617</b>         |                         |

**FINANCE**

(4.41% of Budget Total)

**ASSESSORS:**

|                         |          |          |          |  |
|-------------------------|----------|----------|----------|--|
| 201 Salaries            | 261,694  | 272,822  | 236,006  |  |
| 202 Purchase of service | 25,758   | 34,550   | 50,500   |  |
| 203 Expenses            | 7,544    | 11,750   | 11,750   |  |
| 204 Capital outlay      | <u>0</u> | <u>0</u> | <u>0</u> |  |
| TOTAL                   | 294,996  | 319,122  | 298,256  |  |

**FINANCE DEPARTMENT:**

|                         |                |           |              |  |
|-------------------------|----------------|-----------|--------------|--|
| 205 Salaries            | 795,303        | 855,713   | 838,143      |  |
| 206 Purchase of service | 378,095        | 388,472   | 398,244      |  |
| 207 Expenses            | 87,031         | 92,765    | 93,005       |  |
| 208 Capital outlay      | <u>116,741</u> | <u>0</u>  | <u>3,255</u> |  |
| TOTAL                   | 1,377,170      | 1,336,950 | 1,332,647    |  |

**FINANCE COMMITTEE:**

|                         |          |                |                  |  |
|-------------------------|----------|----------------|------------------|--|
| 209 Salaries            | 26,247   | 27,915         | 25,000           |  |
| 210 Purchase of service | 0        | 500            | 350              |  |
| 211 Expenses            | 160      | 500            | 150              |  |
| 212 Reserve fund        | <u>0</u> | <u>828,342</u> | <u>1,481,509</u> |  |
| TOTAL                   | 26,407   | 857,257        | 1,507,009        |  |

|                      |                  |                 |                  |  |
|----------------------|------------------|-----------------|------------------|--|
| <b>TOTAL FINANCE</b> | <b>1,698,573</b> | <b>2513,329</b> | <b>3,137,912</b> |  |
|----------------------|------------------|-----------------|------------------|--|

|                             | <u>EXPENDED</u><br><u>FY 2002</u> | <u>APPRO-</u><br><u>PRIATED</u><br><u>FY2003</u> | <u>RECOM-</u><br><u>MENDED</u><br><u>FY2004</u> | <u>AMENDMENT</u> |
|-----------------------------|-----------------------------------|--|---|------------------|
| <b>EDUCATION</b>            |                                   |  |   |                  |
| (45.65% of Budget Total)    |                                   |  |   |                  |
| SCHOOL DEPARTMENT:          |                                   |  |   |                  |
| 301 Salaries                | 25,766,105                        | 27,951,274                                       | 27,506,700                                      |                  |
| 302 Purchase of service     | 3,514,415                         | 3,518,976  | 3,909,096                                       |                  |
| 303 Expenses                | 897,593                           | 840,947  | 866,377   |                  |
| 304 Capital outlay          | <u>293,152</u>                    | <u>155,826</u>                                   | <u>170,052</u>                                  |                  |
| TOTAL                       | <b>30,471,265</b>                 | <b>32,467,023</b>                                | <b>32,452,225</b>                               |                  |
| <b>PUBLIC SAFETY</b>        |                                   |  |   |                  |
| (12.97% of Budget Total)    |                                   |  |   |                  |
| POLICE:                     |                                   |  |   |                  |
| Salaries-regular            | 3,244,048                         | 3,293,829  | 3,126,483                                       |                  |
| Salaries-overtime           | 565,231                           | 539,029  | 531,219   |                  |
| 401 Total salaries          | 3,809,279                         | 3,832,858  | 3,657,702                                       |                  |
| 402 Purchase of service     | 52,092                            | 61,300   | 61,300  |                  |
| 403 Expenses                | 126,935                           | 130,935  | 130,935   |                  |
| 404 Capital outlay          | <u>128,658</u>                    | <u>133,900</u>                                   | <u>134,740</u>                                  |                  |
| TOTAL                       | 4,116,964                         | 4,158,993  | 3,984,677                                       |                  |
| FIRE:                       |                                   |  |   |                  |
| Salaries-regular            | 3,936,247                         | 4,154,472  | 4,089,884                                       |                  |
| Salaries-overtime/training  | 693,180                           | 647,959  | 660,031   |                  |
| 405 Total salaries          | 4,629,427                         | 4,802,431  | 4,749,915                                       |                  |
| 406 Purchase of service     | 81,4432                           | 83,699   | 51,385  |                  |
| 407 Expenses                | 143,195                           | 146,033  | 148,313   |                  |
| 408 Capital outlay          | <u>20,350</u>                     | <u>0</u>   | <u>0</u>  |                  |
| TOTAL                       | 4,874,414                         | 5,032,163  | 4,949,613                                       |                  |
| BUILDING:                   |                                   |  |   |                  |
| 409 Salaries                | 240,758                           | 262,870  | 273,346   |                  |
| 410 Purchase of service     | 3,188                             | 3,474  | 3,474   |                  |
| 411 Expenses                | 5,910                             | 6,536  | 6,536   |                  |
| 412 Capital outlay          | <u>0</u>                          | <u>0</u>   | <u>0</u>  |                  |
| TOTAL                       | 249,856                           | 272,880  | 283,356   |                  |
| <b>TOTAL: PUBLIC SAFETY</b> | <b>9,241,234</b>                  | <b>9,464,036</b>                                 | <b>9,217,646</b>                                |                  |



**2003 ANNUAL TOWN MEETING WARRANT**

|   | <b>EXPENDED<br/>FY2002</b> | <b>APPRO-<br/>PRIATED<br/>FY2003</b> | <b>RECOM-<br/>MENDED<br/>FY2004</b> | <b>AMENDMENT</b> |
|---|----------------------------|--------------------------------------|-------------------------------------|------------------|
| <b>PUBLIC FACILITIES</b>                    |                            |                                      |                                     |                  |
| (11.03% of Budget Total)                    |                            |                                      |                                     |                  |
| <b>PUBLIC WORKS:</b>                        |                            |                                      |                                     |                  |
| 501 Salaries                                | 2,244,951                  | 2,549,737                            | 2,422,271                           |                  |
| 502 Purchase of service                     | 516,271                    | 486,901                              | 649,767                             |                  |
| 503 Expenses                                | 314,629                    | 295,750                              | 313,750                             |                  |
| 504 Capital outlay                          | 5,402                      | 0                                    | 0                                   |                  |
| 505 Snow & Ice                              | <u>164,965</u>             | 165,000                              | <u>165,000</u>                      |                  |
| TOTAL                                       | 3,246,218                  | 3,497,388                            | 3,550,788                           |                  |
| <b>BUILDING MAINTENANCE:</b>                |                            |                                      |                                     |                  |
| 506 Salaries                                | 2,055,810                  | 2,206,415                            | 2,115,970                           |                  |
| 507 Purchase of service                     | 1,483,654                  | 1,565,975                            | 1,782,441                           |                  |
| 508 Expenses                                | 277,235                    | 306,935                              | 309,062                             |                  |
| 509 Capital outlay                          | <u>29,500</u>              | 0                                    | 0                                   |                  |
| TOTAL                                       | 3,846,199                  | 4,079,325                            | 4,207,473                           |                  |
| <b>PERMANENT PUBLIC BUILDING COMMITTEE:</b> |                            |                                      |                                     |                  |
| 510 Salaries                                | 62,245                     | 84,430                               | 81,617                              |                  |
| 511 Purchase of service                     | 14,802                     | 1,000                                | 1,000                               |                  |
| 512 Expenses                                | 1,088                      | 2,800                                | 2,800                               |                  |
| 513 Capital outlay                          | 0                          | 0                                    | 0                                   |                  |
| TOTAL                                       | 78,135                     | 88,230                               | 85,417                              |                  |
| <b>TOTAL: PUBLIC FACILITIES</b>             | <b>7,170,552</b>           | <b>7,664,943</b>                     | <b>7,843,678</b>                    |                  |
| <b>HUMAN SERVICES</b>                       |                            |                                      |                                     |                  |
| (1.18% of Budget Total)                     |                            |                                      |                                     |                  |
| <b>BOARD OF HEALTH:</b>                     |                            |                                      |                                     |                  |
| 601 Salaries                                | 242,924                    | 274,472                              | 273,948                             |                  |
| 602 Purchase of service                     | 80,379                     | 77,241                               | 75,741                              |                  |
| 603 Expenses                                | 8,489                      | 8,550                                | 7,550                               |                  |
| 604 Capital outlay                          | <u>4,954</u>               | 0                                    | 0                                   |                  |
| TOTAL                                       | 336,746                    | 360,263                              | 357,239                             |                  |
| <b>VETERANS' SERVICES:</b>                  |                            |                                      |                                     |                  |
| 605 Salaries                                | 47,486                     | 51,492                               | 51,704                              |                  |
| 606 Purchase of service                     | 193                        | 300                                  | 150                                 |                  |
| 607 Expenses                                | 3,041                      | 3,700                                | 3,500                               |                  |
| 608 Veteran's benefits                      | <u>5,018</u>               | <u>30,000</u>                        | <u>30,000</u>                       |                  |
| TOTAL                                       | 55,738                     | 85,492                               | 85,354                              |                  |

**HUMAN SERVICES (Continued)**

|                               | <b>EXPENDED<br/>FY 2002</b> | <b>APPRO-<br/>PRIATED<br/>FY2003</b> | <b>RECOM-<br/>MENDED<br/>FY2004</b> | <b>AMENDMENT</b> |
|-------------------------------|-----------------------------|--------------------------------------|-------------------------------------|------------------|
| <b>YOUTH COMMISSION:</b>      |                             |                                      |                                     |                  |
| 609 Salaries                  | 156,796                     | 167,520                              | 171,632                             |                  |
| 610 Purchase of service       | 2,791                       | 2,800                                | 2,800                               |                  |
| 611 Expenses                  | 1,982                       | 1,990                                | 1,990                               |                  |
| 612 Capital outlay            | <u>846</u>                  | <u>0</u>                             | <u>0</u>                            |                  |
| TOTAL                         | 162,415                     | 172,310                              | 176,442                             |                  |
| <b>COUNCIL ON AGING:</b>      |                             |                                      |                                     |                  |
| 613 Salaries                  | 190,310                     | 211,697                              | 208,927                             |                  |
| 614 Purchase of service       | 3,304                       | 3,305                                | 3,305                               |                  |
| 615 Expenses                  | 5,175                       | 5,175                                | 5,175                               |                  |
| 616 Capital outlay            | <u>0</u>                    | <u>0</u>                             | <u>0</u>                            |                  |
| TOTAL                         | 198,789                     | 220,177                              | 217,407                             |                  |
| <b>COMM. ON DISABILITIES:</b> |                             |                                      |                                     |                  |
| 617 Expenses                  | <u>114</u>                  | <u>513</u>                           | <u>513</u>                          |                  |
| TOTAL                         | 114                         | 513                                  | 513                                 |                  |
| <b>TOTAL: HUMAN SERVICES</b>  | <b>753,802</b>              | <b>838,755</b>                       | <b>836,935</b>                      |                  |

**DEVELOPMENT**

(0.26 %of Budget Total)

**PLANNING BOARD:**

|                         |          |          |          |  |
|-------------------------|----------|----------|----------|--|
| 701 Salaries            | 110,695  | 121,418  | 120,536  |  |
| 702 Purchase of service | 9,000    | 8,000    | 8,000    |  |
| 703 Expenses            | 2,310    | 3,310    | 3,310    |  |
| 704 Capital outlay      | <u>0</u> | <u>0</u> | <u>0</u> |  |
| TOTAL                   | 122,005  | 132,728  | 131,846  |  |

**CONSERVATION COMMISSION:**

|                         |          |          |          |  |
|-------------------------|----------|----------|----------|--|
| 705 Salaries            | 24,754   | 27,805   | 29,039   |  |
| 706 Purchase of service | 807      | 2,170    | 820      |  |
| 707 Expenses            | 1,162    | 1,638    | 1,638    |  |
| 708 Capital outlay      | <u>0</u> | <u>0</u> | <u>0</u> |  |
| TOTAL                   | 26,723   | 31,613   | 31,497   |  |

**BOARD OF APPEALS:**

|                         |            |            |            |  |
|-------------------------|------------|------------|------------|--|
| 709 Salaries            | 13,979     | 13,894     | 14,815     |  |
| 710 Purchase of service | 2,603      | 4,040      | 3,040      |  |
| 711 Expenses            | <u>170</u> | <u>170</u> | <u>170</u> |  |
| TOTAL                   | 16,752     | 18,104     | 18,025     |  |

**HISTORICAL COMMISSION:**

|                           |                |                |                |  |
|---------------------------|----------------|----------------|----------------|--|
| 712 Expenses              | <u>34</u>      | <u>513</u>     | <u>513</u>     |  |
| TOTAL                     | 36             | 513            | 513            |  |
| <b>TOTAL: DEVELOPMENT</b> | <b>173,683</b> | <b>182,958</b> | <b>181,881</b> |  |



# 2003 ANNUAL TOWN MEETING WARRANT

|                                      | <b>EXPENDED<br/>FY2002</b> | <b>APPRO-<br/>PRIATED<br/>FY2003</b> | <b>RECOM-<br/>MENDED<br/>FY2004</b> | <b>AMENDMENT</b> |
|--------------------------------------|----------------------------|--------------------------------------|-------------------------------------|------------------|
| <b>CULTURAL AND LEISURE SERVICES</b> |                            |                                      |                                     |                  |
| (2.00% of Budget Total)              |                            |                                      |                                     |                  |
| <b>LIBRARY:</b>                      |                            |                                      |                                     |                  |
| 801 Salaries                         | 724,687                    | 772,654                              | 766,386                             |                  |
| 802 Purchase of service              | 38,270                     | 42,715                               | 43,001                              |                  |
| 803 Books & Periodicals              | 155,079                    | 158,502                              | 151,905                             |                  |
| 804 Expenses                         | 11,596                     | 12,431                               | 12,431                              |                  |
| 805 Capital outlay                   | <u>0</u>                   | <u>0</u>                             | <u>0</u>                            |                  |
| TOTAL                                | 929,632                    | 986,302                              | 973,723                             |                  |
| <b>PARK &amp; RECREATION:</b>        |                            |                                      |                                     |                  |
| 806 Salaries                         | 344,439                    | 373,296                              | 374,497                             |                  |
| 807 Purchase of service              | 43,299                     | 46,278                               | 40,778                              |                  |
| 808 Expenses                         | 24,170                     | 24,347                               | 23,347                              |                  |
| 809 Capital outlay                   | <u>11,678</u>              | <u>12,000</u>                        | <u>12,000</u>                       |                  |
| TOTAL                                | 423,586                    | 456,921                              | 450,622                             |                  |
| <b>MEMORIAL PARK:</b>                |                            |                                      |                                     |                  |
| 810 Expenses                         | 500                        | 500                                  | 500                                 |                  |
| 811 Capital outlay                   | <u>0</u>                   | <u>0</u>                             | <u>0</u>                            |                  |
| TOTAL                                | 500                        | 500                                  | 500                                 |                  |
| <b>TOTAL: LEISURE/CULTURAL SERV.</b> | <b>1,353,718</b>           | <b>1,443,723</b>                     | <b>1,424,845</b>                    |                  |
| <b>DEPARTMENT BUDGET</b>             | <b>51,838,927</b>          | <b>55,644,042</b>                    | <b>56,120,739</b>                   |                  |
| <b>TOTAL OPERATING BUDGET</b>        | <b>64,126,378</b>          | <b>69,265,939</b>                    | <b>71,093,719</b>                   |                  |

**WARRANT FOR THE ANNUAL TOWN MEETING  
MONDAY, APRIL 14, 2003  
TOWN OF NEEDHAM  
COMMONWEALTH OF MASSACHUSETTS**

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet in their respective voting places in said Town namely:

|            |   |   |
|------------|---|---|
| Precinct A | - | Hillside School - Gymnasium             |
| Precinct B | - | Hillside School - Gymnasium             |
| Precinct C | - | Newman School - Gymnasium               |
| Precinct D | - | High Rock School - Gymnasium            |
| Precinct E | - | Pollard Middle School - Room 226        |
| Precinct F | - | Stephen Palmer Community Room           |
| Precinct G | - | Broadmeadow School - Performance Center |
| Precinct H | - | Broadmeadow School - Performance Center |
| Precinct I | - | William Mitchell School - Gymnasium     |
| Precinct J | - | William Mitchell School - Gymnasium     |

on MONDAY, THE FOURTEENTH DAY OF APRIL, 2003

from forty-five minutes after six o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

**ARTICLE 1: ANNUAL TOWN ELECTION**

To choose by ballot the following Town Officers:

One Moderator for One Year;  
Two Selectmen for Three Years;  
One Assessor for Three Years;  
Two Members of School Committee for Three Years;  
One Trustee of Memorial Park (Trustee of Soldiers' Memorial - Veteran) for Three Years;  
One Trustee of Memorial Park (Trustee of Soldiers' Memorial - Non-Veteran) for Three Years;  
Two Trustees of Needham Public Library for Three Years;  
One Member of Board of Health for Three Years;  
One Member of Planning Board for Five Years;  
One Member of the Needham Housing Authority for Five Years;  
One Commissioner of Trust Funds for Three Years;  
Two Members of Park and Recreation Commission for Three Years;  
Eight Town Meeting Members from Precinct A for Three Years;  
One Town Meeting Member from Precinct A for One Year  
Eight Town Meeting Members from Precinct B for Three Years;  
One Town Meeting Member from Precinct B for Two Years;  
Two Town Meeting Members from Precinct B for One Year;  
Eight Town Meeting Members from Precinct C for Three Years;  
Eight Town Meeting Members from Precinct D for Three Years;  
One Town Meeting Member from Precinct D for One Year;  
Eight Town Meeting Members from Precinct E for Three Years;  
Two Town Meeting Members from Precinct E for Two Years;  
Eight Town Meeting Members from Precinct F for Three Years;



One Town Meeting Member from Precinct F for One Year;  
Eight Town Meeting Members from Precinct G for Three Years;  
Eight Town Meeting Members from Precinct H for Three Years;  
Eight Town Meeting Members from Precinct I for Three Years;  
Eight Town Meeting Members from Precinct J for Three Years;  
One Town Meeting Member from Precinct J for Two Years;  
Two Town Meeting Member from Precinct J for One Year.

---

**ARTICLE 2:**                    **BALLOT QUESTION**

To submit the following question upon the official ballot to the voters of the Town:

**QUESTION 1: DEBT EXCLUSION: NEEDHAM PUBLIC LIBRARY**

"Shall the Town of Needham be allowed to exempt from the provisions of Proposition 2 ½, so-called, the amounts required to pay for the bond issued in the principal amount not to exceed \$15,700,000 in order to provide architectural design, engineering, addition, construction, reconstruction, furnishings, equipment, and temporary location of the Needham Free Public Library?"

---

**ARTICLE 3:**                    **BALLOT QUESTION**

To submit the following question upon the official ballot to the voters of the Town:

**QUESTION 2: GENERAL OVERRIDE: SCHOOL DEPARTMENT**

"Shall the Town of Needham be allowed to assess an additional \$2,009,318 in real estate and personal property taxes for the purposes of defraying school operating expenses for the fiscal year beginning July first, 2003?"

---

**ARTICLE 4:**                    **BALLOT QUESTION**

To submit the following question upon the official ballot to the voters of the Town:

**QUESTION 3: GENERAL OVERRIDE: PUBLIC SAFETY**

"Shall the Town of Needham be allowed to assess an additional \$300,000 in real estate and personal property taxes for the purposes of funding public safety services in the Police and Fire Departments for the fiscal year beginning July first, 2003?"

---

**ARTICLE 5:**                    **BALLOT QUESTION**

To submit the following question upon the official ballot to the voters of the Town

**QUESTION 4: GENERAL OVERRIDE: ROAD MAINTENANCE**

"Shall the Town of Needham be allowed to assess an additional \$150,000 in real estate and personal property taxes for the purposes of funding road maintenance and repair efforts by the Department of Public Works for the fiscal year beginning July first, 2003?"

---

---

Warrant for the Annual Town Meeting

MONDAY, MAY 5, 2003 AT 7:30 P.M. AT NEWMAN SCHOOL

---

---

**ARTICLE 6: COMMITTEE AND OFFICER REPORTS**

To hear and act on the reports of Town Officers and Committees.

INSERTED BY: Board of Selectmen

---

---

**LAND USE ARTICLES**

---

---

**ARTICLE 7: NON-BETTERMENT STREET ACCEPTANCE – STARR RIDGE ROAD**

To see if the Town will vote to accept the following streets or portions thereof, constructed by developers under the requirement of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plans: Starr Ridge Road; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

*Article 7 Explanation: Star Ridge Road was constructed by the developers in conformance with the Town's design standards. This Article, if accepted, will make Starr Ridge Road a public way.*

---

**ARTICLE 8: WIRELESS COMMUNICATIONS FACILITIES**

To see if the Town of Needham will vote to amend the Zoning By-Law to conform with 47 CFR 1.4000 of the Federal Communications Commission regulations, and more specifically as follows:

1. In Section 6.7.3.1 entitled Permitted As Of Right add the following:

- “(h) Antennas that are one meter or less in diameter or diagonal measurement, which antennas are not customary for private residential use and are located on property within the exclusive control of the antenna user where the user has ownership or a leasehold interest in the property, used to receive direct broadcast satellite, including direct to home satellite service, or to receive or transmit fixed wireless signals via satellite, or used to receive video programming services via multipoint distribution services, instructional television fixed services and local multi-point distribution services, or to receive or transmit fixed wireless signals other than via satellite; provided that application is made to the building inspector for a building permit providing sufficient information and documentation that said antenna meets the requirements of this subsection and payment of a permit fee of \$100 is made.
- (i) Antennas used to receive television broadcasts that are greater than 2 meters in diameter or diagonally; provided that application is made to the building inspector for a building permit providing sufficient information and documentation that said antenna meets the requirements of this subsection and payment of a permit fee of \$100 is made.
- (j) Masts which support an antenna described in (h) or (i) of this section that are more than 10 feet above the top of structure or more than 55 feet above the ground; provided that application is made to the building inspector for



a building permit providing sufficient information and documentation that said mast meets the requirements of this subsection and payment of a permit fee of \$100 is made.”

2. In Section 6.7.5 entitled Decision Criteria, under subsection (c), add “, except that described in section 6.7.3.1, subsections (h), (i) and (j),” after “equipment” and before “shall”.

or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 8 Explanation: This article would amend the wireless communication facility provisions of the Zoning By-Law to remove a potential conflict with the rules and regulations of the Federal Communications Commission adopted pursuant to the Federal Telecommunications Act. This change allows as a matter of right antenna protected by the regulations upon the payment of a \$100 fee which fee is used to offset the administration cost of the building inspector in determining if the proposed antenna complies.*

## PERSONNEL RELATED ARTICLES

### **ARTICLE 9: AMEND CLASSIFICATION AND STANDARD RATES OF COMPENSATION**

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule; or take any other action relative thereto.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT: Article be Adopted

*Article 9 Explanation: In accordance with MGL Chapter 41, Section 108A, the Town annually adopts a classification and compensation schedule for General Government employees, other than employees covered by labor contracts. The Personnel Board recommends classification and compensation levels for non-represented employees, as well as classification levels for employees whose titles are contained in a bargaining unit. The rates of pay for the latter are set during the collective bargaining process and are incorporated into the classification and compensation schedule. All proposed revisions to the Classification and Standard Rates of Compensation Schedule will be provided to Town Meeting Members before May 5, 2003.*

### **ARTICLE 10: ESTABLISH ELECTED OFFICIALS' SALARIES**

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2003, as required by the Massachusetts General Laws, Chapter 41, Section 108:

|   |              |
|---|--------------|
| Town Clerk  | \$56,160     |
| Town Clerk with 6 years of service in that position | \$67,054 (1) |
| Selectmen, Chairman                                 | \$1,800      |
| Selectmen, Others                                   | \$1,500      |
| Assessor, in office as of 1/17/96                   | \$10         |
| Assessor, elected after 1/17/96                     | \$0          |

- (1) In addition, such compensation shall also include payment of longevity in the amount of \$2,683; the accumulation of 15 days of non-occupational sick leave per fiscal year; and payment for 25% of unused sick

leave at the time of retirement from Town Service in accordance with M.G.L. c. 32, in an amount not to exceed \$24,337. The annual salary of \$67,054 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed \$6,706. At the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed \$9,388; or take any other action relative thereto.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT: Article be Adopted

*Article 10 Explanation: In accordance with MGL Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits as close to that of other full-time employees as possible. Payment for longevity, as well as buy-back of sick leave and vacation at the time of separation from Town service, is now included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000, such payment to be made at the time of separation from Town service.*

*The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977; the stipends for the members of the Board of Assessors were eliminated at the 1996 Annual Town Meeting. Members of the Board of Assessors in office at that time were grandfathered at a \$10 annual rate so that current members could retain their health insurance benefits.*

#### **ARTICLE 11:**

#### **FUND COLLECTIVE BARGAINING AGREEMENT – POLICE UNITS A AND B**

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, Units A and B, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for Fiscal Year 2004.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 11 Explanation: At the time of the printing of the Warrant, the parties had not reached agreement on this contract.*

#### **ARTICLE 12:**

#### **FUND COLLECTIVE BARGAINING AGREEMENT - POLICE SUPERIOR OFFICERS**

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for Fiscal Year 2004.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 12 Explanation: At the time of the printing of the Warrant, the parties had not reached agreement on this contract.*



**ARTICLE 13: FUND COLLECTIVE BARGAINING AGREEMENT - FIRE UNITS A, B, AND C**

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Fire Union: Units A, B, and C, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for Fiscal Year 2004.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 13 Explanation: At the time of the printing of the Warrant, the parties had not reached agreement on this contract.*

---

**ARTICLE 14: FUND COLLECTIVE BARGAINING AGREEMENT – DPW/NAGE**

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham DPW / NAGE, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for Fiscal Year 2004.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 14 Explanation: At the time of the printing of the Warrant, the parties had not reached agreement on this contract.*

---

**ARTICLE 15: FUND COLLECTIVE BARGAINING AGREEMENT - ITWA**

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for Fiscal Year 2004.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 15 Explanation: At the time of the printing of the Warrant, the parties had not reached agreement on this contract.*

---

**ARTICLE 16: FUND COLLECTIVE BARGAINING AGREEMENT - AFSCME, COUNCIL 93, LOCAL 335 (CUSTODIANS AND MAINTENANCE WORKERS)**

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and AFSCME, Council 93, Local 335 and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for Fiscal Year 2004.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 16 Explanation: At the time of the printing of the Warrant, the parties had not reached agreement on this contract.*

---

**ARTICLE 17: ACCEPT CHAPTER 73, SECTION 4 OF THE ACTS OF 1986  
(CONTINUATION OF INCREASE IN PROPERTY TAX EXEMPTION LIMITS)**

To see if the Town will vote to accept, for Fiscal Year 2004, the provisions of Section 4 of Chapter 73 of the acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 42% for each eligible exemption; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 17 Explanation: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws: Clauses 17, 17C, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42 or 43. The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Town Meeting must approve the additional exemption on an annual basis. Since 1993, the Board of Selectmen has recommended that the exemption increase by the percentage increase in property taxes for the prior year, which will be roughly 4% in fiscal year 2004. In fiscal year 2003 the cumulative increase above the statutory limit was 38%.*

**ARTICLE 18: APPROPRIATE FOR SENIOR CORPS PROGRAM**

To see if the Town will vote to raise and appropriate the sum of \$7,500 for the purpose of conducting the Senior Corps program, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article 18 Explanation: In fiscal year 1996, the Town initiated a program (previously called the Property Tax Work-off Program) whereby qualified elderly and disabled property owners could work up to 100 hours for the Town. In turn, the individuals are paid approximately \$699 which is applied to their property tax bill. The funding request is unchanged from the amount approved in FY2003.*

**ARTICLE 19: APPROPRIATE FOR COMPENSATED ABSENCE FUND**

To see if the Town will vote to raise and appropriate the sum of \$78,000 for the purpose of funding compensated absences provided by Personnel By-law, personnel policies or collective bargaining agreement, said sum to be spent under the direction of the Town Administrator and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article 19 Explanation: The purpose of this Article is to fund the Town's employee sick leave liability. Upon retirement, certain employees are compensated for a portion of their unused sick leave.*

**ARTICLE 20: APPROPRIATE FOR HAZARDOUS WASTE COLLECTION**

To see if the Town will vote to raise and appropriate the sum of \$20,000 for a hazardous waste collection day, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting



*Article 20 Explanation:* The DPW has been conducting hazardous waste collection days for the past seven years. This has been a tremendously successful program, with 984 households participating in fiscal year 2002. This appropriation will allow the Town to conduct one hazardous waste collection day in fiscal year 2004.

**ARTICLE 21: APPROPRIATE THE FY2004 OPERATING BUDGET**

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted as shown on pages 8 - 13

**ARTICLE 22: APPROPRIATE THE FY2004 WATER ENTERPRISE FUND BUDGET**

To see if the Town will vote to raise and appropriate the following sums of money to operate the Water Division of the DPW during fiscal year 2004, under the provision of G.L., Chapter 44, Section 53F ½:

|      |                     | <b>Expended<br/>FY 2002</b> | <b>Appropriated<br/>FY 2003</b> | <b>Recommended<br/>FY2004</b> |
|------|---------------------|-----------------------------|---------------------------------|-------------------------------|
| 901  | Salaries            | 728,455                     | \$ 781,963                      | \$ 779,073                    |
| 902  | Purchase of service | 409,549                     | 308,080                         | 330,752                       |
| 903  | Expenses            | 227,486                     | 322,975                         | 341,225                       |
| 904  | Capital outlay      | 24,212                      | 20,000                          | 20,000                        |
| 905  | MWRA assessment     | 157,904                     | 741,934                         | 1,065,819                     |
| 907  | Debt service        | 1,106,955                   | 1,107,698                       | 1,105,601                     |
| 907A | Claims Contingency  | 77,071                      | 0                               | 0                             |
| 908  | Reserve Fund        | 0                           | 0                               | 75,000                        |
|      | <b>Total</b>        | <b>2,731,632</b>            | <b>3,282,650</b>                | <b>3,717,470</b>              |

or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 22 Explanation:* The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations. The July 1, 2002 retained earnings for this fund was certified at \$606,176, compared to a retained earnings target of \$491,732.

**ARTICLE 23: APPROPRIATE THE FY2004 WASTEWATER ENTERPRISE FUND BUDGET**

To see if the Town will vote to raise and appropriate the following sums of money to operate the Sewer Division of the DPW during fiscal year 2004, under the provision of G.L., Chapter 44, Section 53F ½:

|     |                     | <b>Expended<br/>FY 2002</b> | <b>Appropriated<br/>FY 2003</b> | <b>Recommended<br/>FY2004</b> |
|-----|---------------------|-----------------------------|---------------------------------|-------------------------------|
| 908 | Salaries            | 422,216                     | 472,614                         | 485,024                       |
| 909 | Purchase of Service | 231,065                     | 119,200                         | 126,629                       |
| 910 | Expenses            | 106,953                     | 66,658                          | 66,658                        |
| 911 | Capital outlay      | 0                           | 0                               | 0                             |
| 912 | MWRA assessment     | 4,378,298                   | 4,760,131                       | 4,693,488                     |
| 913 | Debt service        | 996,008                     | 1,088,010                       | 1,088,010                     |
| 914 | Reserve Fund        | 0                           | 0                               | 35,000                        |
|     | <b>Total</b>        | <b>6,134,540</b>            | <b>6,506,613</b>                | <b>6,494,809</b>              |

or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 23 Explanation: The Wastewater Enterprise Fund budget (Sewer Division) is a self-supporting account. Sewer user fees and charges cover the entire cost of operations. The July 1, 2002 retained earnings for this fund was certified at \$1,285,915, compared to a retained earnings target of \$1,078,339.*

**ARTICLE 24: APPROPRIATE THE FY2004 SOLID WASTE / RECYCLING ENTERPRISE FUND BUDGET**

To see if the Town will vote to raise and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the DPW during fiscal year 2003, under the provision of G.L., Chapter 44, Section 53F ½:

|     |                     | <b>Expended<br/>FY 2002</b> | <b>Appropriated<br/>FY 2003</b> | <b>Recommended<br/>FY2004</b> |
|-----|---------------------|-----------------------------|---------------------------------|-------------------------------|
| 915 | Salaries            | 414,355                     | 438,682                         | 454,704                       |
| 916 | Purchase of service | 813,947                     | 859,700                         | 879,700                       |
| 917 | Expenses            | 118,742                     | 126,455                         | 126,455                       |
| 918 | Capital Outlay      | 0                           | 0                               | 0                             |
| 920 | Debt Service        | 255,589                     | 270,339                         | 258,361                       |
| 921 | Reserve Fund        | 0                           | 0                               | 41,509                        |
|     | <b>Total</b>        | <b>1,602,633</b>            | <b>1,695,176</b>                | <b>1,760,729</b>              |

or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 24 Explanation: The budget is funded through a combination of property tax revenues and user fees. The July 1, 2002 Solid Waste / Recycling Enterprise Fund retained earnings was certified at \$291,013, compared to a retained earnings target of \$161,300.*



**ARTICLE 25 :                    APPROPRIATE FOR PAYMENT OF UNPAID BILLS OF PRIOR YEARS**

To see if the Town will vote to raise and appropriate, or otherwise provide, such sums of money as may be required for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Needham, as follows:

| <u>Department</u> | <u>Vendor</u>                | <u>Description</u> | <u>Fiscal Year</u> | <u>\$ Amount</u> |
|-------------------|------------------------------|--------------------|--------------------|------------------|
| Police Department | MotoPhoto                    | Photo Reprints     | 2002               | \$ 18.39         |
| Police Department | CGL Electronic Security Inc. | Service Parts      | 2002               | \$ 150.00        |
|                   |                              |                    |                    | \$ 7.14          |
|                   |                              | Total----->        |                    | \$ 157.14        |
| Police Department | ZEP Manufacturing            | Equipment          | 2002               | \$ 303.24        |
| Police Department | Northeastern Univ.           | Training           | 2002               | \$ 698.00        |
| Police Department | MHQ                          | Light Bar Repair   | 2002               | \$ 106.50        |
| Police Department | Harvey's Hardware            | Parts              | 2002               | \$ 11.82         |

and further to meet the appropriation that \$1,295.09 be transferred from available funds; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
 FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

**ARTICLE 26:                    CONTINUE DEPARTMENTAL REVOLVING FUNDS**

To see if the Town will vote to authorize and continue revolving funds for certain town departments pursuant to the provisions of M.G.L., Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2003:

| <u>Revolving Fund</u>                  | <u>Authority to Spend</u>               | <u>Revenue Source</u>              | <u>Use of Fund</u>                                    | <u>FY2004 Budget</u> |
|--|---|------------------------------------|---|----------------------|
| School Busing                          | School Committee                        | Fee Based Busing Program Receipts  | Transportation of students to and from School         | \$300,000            |
| Memorial Park                          | Memorial Park Trustees                  | Food Concessions                   | Improvements to Memorial Park                         | \$4,100              |
| Local Transportation                   | Council on Aging Director               | MBTA, Grants, Donations            | Transportation program for COA                        | \$40,000             |
| Yard Waste Processing Program          | Board of Selectmen / DPW Director       | Town and Participating Communities | Multi-Community yard waste processing program         | \$75,000             |
| Home Composting Bin Account            | Board of Selectmen / DPW Director       | Sale of Bins                       | Purchase of additional home composting bins           | \$3,000              |
| Garbage Collection                     | Board of /Selectmen / DPW Director      | Receipts received                  | Residential & Commercial food waste collection        | \$40,000             |
| Human Rights Committee Invest. Account | Board of Selectmen / Town Administrator | MCAD                               | Costs related to the Investigation of MCAD Complaints | \$2,000              |
| Senior Center Activities               | Council on Aging Director               | Program Fees                       | Costs related to social programs for elderly          | \$1,000              |

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 26 Explanation and Summary of G.L. Chapter 44, Section 53E ½: A revolving fund established under the provisions of G.L. Chapter 44, Section 53E ½ must be authorized annually by vote of the Town Meeting. The fund shall be credited only with the departmental receipts received in connection with the programs supported by such revolving fund, and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½. The Annual Town Meeting authorization for each revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; and (4) a limit on the amount which may be expended from such fund in the ensuing year. In any fiscal year, the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to G.L. Chapter 59, Section 23.*

#### **ARTICLE 27:**

#### **ESTABLISH REVOLVING FUND – YOUTH SERVICES PROGRAMS**

To see if the town will vote to authorize a revolving fund for the Youth Commission under M.G.L. Chapter 44, Section 53E1/2 that may be spent during FY04 by the Director of the Youth Commission without further appropriation to pay salaries, expenses and other related costs for youth services and community-oriented programs. The Youth Commission Revolving Fund is to be credited with all fees, charges, and contributions received in connection with the programs operated under this fund, and the Director is authorized to spend \$50,000 in revolving fund monies; or take any other action thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 27 Explanation: The purpose of this article is to allow the Youth Commission to run certain programs and provide certain services on a self-supporting basis. This new revolving fund will operate in the same manner as the previously authorized revolving funds contained in Article 26.*

#### **ARTICLE 28:**

#### **AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS**

To see if the Town will vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 28 Explanation: State law requires that Town Meeting approve the use of funds received from the State for road construction purposes. In FY03, the Town received approximately \$457,051 in Chapter 90 funding.*

#### **ARTICLE 29:**

#### **TRANSFER OF BUDGETARY FUND BALANCE**

To see if the Town will vote to transfer \$3,473,452 from the Budgetary Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in its computation of the tax rate for the fiscal year 2004; or take any other action relative thereto.



INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 29 Explanation: Budgetary fund balance (free cash) is the result of unexpended appropriations and revenue in excess of estimates from fiscal year 2002.*

---

---

## CAPITAL IMPROVEMENT BUDGET ARTICLES

---

---

### **ARTICLE 30: APPROPRIATE FOR LIBRARY DESIGN AND CONSTRUCTION**

To see if the Town will vote to raise and appropriate the sum of \$15,700,000 for the architectural design, engineering, additions, construction, reconstruction, furnishings, equipment, and temporary location of the Needham Free Public Library, to be spent under the direction of the Permanent Public Building Committee and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$15,700,000 under M.G.L., Chapter 44, Section 7 or any other enabling authority; and that the Board of Selectmen and/or Board of Library Trustees is authorized to apply and expend all funds available to the project; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 30 Explanation: The Library lacks the space and infrastructure to accommodate the materials collection and electronic devices to satisfy the needs of the public today and into the future. Due to structural restrictions, it is not possible to remove walls and rearrange the space in the existing building. A structural engineer has concluded that it would not only be less expensive to remove the 1961 and 1981 additions to the building and construct a new addition but that it would also result in a more efficient use of space. The Library Trustees have been awarded a State Library Construction Grant that will cover \$3,043,503 of the projected total cost of construction.*

---

### **ARTICLE 31: APPROPRIATE FOR HIGH SCHOOL RENOVATION DESIGN**

To see if the Town will vote to raise and/or transfer and appropriate a sum of money for architectural design, engineering, addition, construction, and /or reconstruct of the Needham High School, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow under M.G.L. chapter 44, Section 7, Chapter 70B, or any other enabling authority; and to authorize the School Committee to apply for any grants or other funds to defray the cost of said project; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 31 Explanation: The Town is continuing to study options for necessary renovations and capital improvements at the High School. Alternatives include renovation scenarios at several levels of scope and cost. Further information and recommendations are expected to be presented at Town Meeting*

---

### **ARTICLE 32: APPROPRIATE FOR SCHOOL TECHNOLOGY PLAN**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$130,000 to upgrade computer inventory, to be spent under the direction of the School Committee and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 32 Explanation:* This request will upgrade 14% of the computer inventory to accept new software applications and access to internet resources. The request will provide adequate workstations and associated peripherals for all instructional areas: computer labs, school media centers, classrooms, special education programs, and tutorial areas. The request also includes upgrades for administrative computers and upgrades for administrative software.

### **ARTICLE 33: APPROPRIATE FOR SCHOOL PHOTOCOPIER REPLACEMENT**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$60,000 to replace photocopiers within the School Department, to be spent under the direction of the School Committee and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article 33 Explanation:* This appropriation would be the first step in establishing a replacement cycle for the photocopiers within the School Department. The School Department owns 34 copy machines, approximately 38% of which are over six years old. The older machines are inefficient and generally cost more to service than they are worth.

### **ARTICLE 34: APPROPRIATE FOR EXTERIOR PAINTING**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$35,000 for exterior painting at public facilities, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article 34 Explanation:* The first priority for exterior painting is the Pollard School. The tongue and groove trim components on the exterior of the Pollard Middle School are showing wear since they were originally stained in 1993. These components were constructed of redwood, a material that will be very durable as long as it continues to be stained. This request will ensure that the Pollard School reconstruction work is not allowed to deteriorate. This project was deferred in fiscal year 2002 and fiscal year 2003.

### **ARTICLE 35: APPROPRIATE FOR SCHOOL FLOORING REPLACEMENT**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$50,000 to replace flooring in school buildings, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article 35 Explanation:* This request is part of a multi-year plan to systematically address the need to replace asbestos flooring in school buildings. In most cases, the worn flooring is comprised of asbestos, or carpeting glued directly to tiles that contain asbestos. In all cases, the asbestos floor tile is a minimum of 30 years old and would be due for replacement even if it did not contain asbestos. It is estimated that it will take 20 years to remove and replace all asbestos flooring in Needham classrooms. This effort will be directed toward those schools not slated for renovation work in the near future, or for emergency repair areas. It is anticipated the FY04 funding will be used to replace tile in the Hillside School. This program was deferred in fiscal years 2002 and 2003.



---

**ARTICLE 36: APPROPRIATE FOR INTERIOR PAINTING**

---

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$75,000 for interior painting at public facilities, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article 36 Explanation: This request is to address the need for the maintenance of interior spaces at public facilities. The amount appropriated in the annual operating budget of the Municipal Building Maintenance Department has been insufficient to address the total work needed. This has resulted in the deferral of many projects. This project was proposed in fiscal year 2001 and withdrawn due to funding priorities.*

---

**ARTICLE 37: APPROPRIATE FOR POLICE/FIRE BUILDING REPAIRS**

---

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$500,000 for extraordinary building repairs at the Police and Fire Stations, to be spent under the direction of the Municipal Building Maintenance Board, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow said sum under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 37 Explanation: Funding for the design of this project was approved at the 2000 Annual Town Meeting. This project was presented at the May, 2001 Annual Town Meeting and withdrawn due to funding priorities. It was rejected by the November, 2001 Special Town Meeting, and was withdrawn again at the November, 2002 Special Town Meeting. Funding for all portions except the roofing work is recommended for fiscal year 2004; the roofing portion will be deferred. Components of the entire project at the Police Station/Fire Station One include: reconstruction of two ornamental cheek walls, repointing of deteriorated mortar joints, abatement of lead paint and painting of trim components, hose tower cupola and apparatus bays, replacing wood trim on the cupola, replacing failed exterior sealant joints and the wall expansion joints, installing aluminum windowsill counter flashing to conceal exposed wood sills, repairing/replacing balusters on the roof top monitor rails, cleaning and disposing of bird debris, installation of bird netting between the slate roof systems, repairing spalled masonry walkways and ramps, repairing/replacing HP handrails, replacing four original wood frame windows, replacing the existing bituminous driveway apron with a concrete apron, making miscellaneous repairs to the slate roofs, and replacing flat roof sections. At Fire Station 2, components of the entire project include: abatement of lead paint, painting of all trim components, repairing and painting cupola, balusters, and monitor railing, miscellaneous slate roof repairs, repair of spalled masonry walkways, repointing of deteriorated mortar joints, and the installation of exterior trench drains to alleviate a water infiltration problem.*

---

**ARTICLE 38: APPROPRIATE FOR POLICE MOBILE COMMUNICATION SYSTEM**

---

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$137,000 to replace the police mobile communication system, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article 38 Explanation: This request is submitted to improve both efficiency and officer safety. The equipment currently in use is ten years old, obsolete, and expensive to maintain. The new equipment will provide police officers*

with quick, efficient, and effective communications with headquarters, other police officers, the Police Department records system, and state and federal databases.

**ARTICLE 39: APPROPRIATE FOR REPLACEMENT OF PUBLIC SAFETY COMPUTER HARDWARE**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$120,000 to replace public safety computer hardware, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article 39 Explanation: This request would replace the main computer system which runs all public safety systems. As with all computer hardware, maintenance costs rise with the age of the equipment, and the five year replacement cycle has become standard. This upgrade will include most of the peripheral equipment, and terminals or PC's which connect to the system. All of this equipment will be at least ten years old and is subject to very demanding use.*

**ARTICLE 40: APPROPRIATE FOR FIRE RADIO UPGRADE**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$178,000 to upgrade the Fire Department Radio system, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article not be Adopted

*Article 40 Explanation: The Fire Department has requested that its radio system be replaced due to safety concerns. The existing radio frequency is currently shared with the Dedham Fire Department, and at various times, the two towns interfere with each others' communication. Moreover, the existing frequency often picks up traffic from departments as far away as Portland, Maine. Most importantly, the existing equipment is unable to penetrate newer types of building construction, creating an unsafe condition for firefighters entering those buildings. The use of a new band and frequency, together with new equipment infrastructure, will eliminate most of the communications deficiency.*

**ARTICLE 41: APPROPRIATE FOR FIRE DEPARTMENT COMMAND VEHICLE**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$42,500 to purchase a Fire Department vehicle, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 41 Explanation: This vehicle is assigned to the four Deputy Fire Chiefs. It responds to every fire and EMS call and must be reliable to facilitate quick response to the scene of the incident. The current Deputy Chiefs' vehicle (a 1997 Ford Expedition) will not be traded in but retained as a special service unit and an older (1993 Ford Bronco) unit will be traded in. This request was presented to the May, 2001 Annual Town Meeting and withdrawn due to funding priorities. It was deferred again in fiscal year 2003.*

**ARTICLE 42: APPROPRIATE FOR STREET LIGHT PURCHASE**



To see if the Town will vote to authorize the acquisition of the street lighting system from the electrical utility company or companies in accordance with the provisions of M.G.L. Chapter 164, Section 34A and to appropriate the sum of \$100,000 to purchase said system, to be spent under the direction of the Board of Selectmen, and to meet this appropriation, said sum shall be transferred from line item 010, Street Lighting, of the FY2004 Operating Budget; or to take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 42 Explanation: This article would allow the Selectmen to exercise the Town's right under state law to purchase municipal street lights currently owned by NSTAR (approximately 2,829 fixtures). The advantages of this purchase include: payment of a lower electric rate as a municipal owner, and more direct control over street light maintenance and customer service. In addition to the one time purchase price, which is estimated to be between \$75,000 to \$100,000, the street light budget will fund on-going maintenance and energy costs. It is expected that this proposal will save the Town between \$25,000 and \$50,000 in the first year and as much as \$100,000 thereafter. However, it should be noted that the cost of purchasing electricity is only an estimate at this time.*

---

**ARTICLE 43:                    APPROPRIATE FOR LOCAL ROAD/INTERSECTION RECONSTRUCTION PROGRAM**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$500,000 for road and intersection improvements and reconstruction, including engineering design and construction administration, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 43 Explanation This request reflects partial funding of the Town's road and intersection reconstruction program, which was deferred entirely in fiscal year 2003. The funds would be used to perform some of the following: 1) Reconstruction of roads will be performed on the basis of priorities and conditions at the time of funding. At this time, the Department of Public Works has identified Mellen Street, Noanett Road, Hewitt Circle, and Amelia Road as a priority; 2) Funding will be used to make extraordinary repairs to both local and Chapter 90 eligible roads; 3) Reconstruction of intersections will be performed on the basis of priorities and conditions at the time of funding. At this time, the Department of Public Works has identified Greendale Avenue at High Street and Tower Avenue, Central Avenue at Charles River Street, and Dedham Avenue at Harris Avenue as high priorities; 4) Work will be undertaken on local and/or Chapter 90 roads. The amount of \$240,000 has been appropriated annually in the DPW operating budget for street resurfacing and sidewalk maintenance, including street sweeping, fence and guard rail repair, sidewalk and curbing repair and handicap ramp repairs. Of this amount approximately \$180,000 is used for cracksealer surface treatments and street resurfacing an amount that has been level-funded since 1999 and is significantly deficient given the number of roads which require improvement*

---

**ARTICLE 44:                    APPROPRIATE FOR VEHICLES AND EQUIPMENT**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$117,000 for vehicle and equipment replacement, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommend that the subject matter be taken up at the November 2003 Special Town Meeting

Article 44 Explanation: The total amount required to fund all items scheduled for replacement of DPW vehicles and equipment in fiscal year 2004 would be \$3,404,440. This funding would provide for the purchase of a hook lift truck with plow and plow frame, and hook-lift truck bodies.

**ARTICLE 45:****APPROPRIATE FOR RTS TRANSFER TRAILER**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$46,500 for the purchase of a solid waste transfer trailer, to be spent under the direction of the Board of Selectmen and to meet this appropriation that \$26,576 appropriated under Article 62 of the 1998 Annual Town Meeting, \$3,800 appropriated under Article 60 of the 2000 Annual Town Meeting, \$8,500 appropriated under Article 9 of the November 2000 Special Town Meeting, and \$7,624 from RTS retained earnings be transferred; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 45 Explanation: During FY01, two (2) trailers were approved for purchase; one to replace an older trailer and one to expand the total fleet to six (6) trailers. One (1) trailer was replaced in FY02, as scheduled, and one (1) was contained on the replacement schedule for FY03 but was deferred. The least damaged trailers are being retained and will be repaired to haul the less handled, non-compacted and lighter recyclables. It is anticipated that the total useful life of the trailers is 6 to 8 years.

**ARTICLE 46:****APPROPRIATE FOR RTS TROMMEL SCREENER**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$110,000 for the purchase of an RTS Trommel Screener, to be spent under the direction of the Board of Selectmen, and to meet this appropriation that \$110,000 be transferred from RTS retained earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 46 Explanation: The volume of yard waste material entering the RTS facility has increased significantly over the past several fiscal years. The Town has partnered with private contractors to assist in the screening and composting of the yard waste to a finished product, due to the lack of space and resources at the RTS. The use of the contractor's equipment and/or services is exchanged for finished material as a means of moving the material out of the RTS. The purchase of the trommel screener would allow the Town to process all composted yard waste to a quality of finished project suitable for sale, both reducing the quantity at the RTS and providing a revenue source. The equipment could also be rented to other municipalities for a similar use. Finally, the use of the trommel screener would allow processing of composted material to a finished quality suitable to replace material currently purchased by the DPW for certain construction projects.

**ARTICLE 47:****APPROPRIATE FOR STORM DRAIN IMPROVEMENTS**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$170,000 for improvements to the storm drainage system, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 47 Explanation: The Town entered into a Memorandum of Understanding with the U.S. Environmental Protection Agency to undertake a Town-wide investigation and develop a stormwater master plan. This plan is now complete. Proposed improvements to the storm drainage system to improve the quality of water discharged include installation of a special, oversized drainage manhole, a new drain pipe, and a specialized outlet in the Lake Drive area.



*The Lake Drive catch basins will also be tied into the new drain pipe. The intent is to remove sediment, trash, and volatile organic compounds from the stormwater coming from the downtown areas, and to improve the quality of the stormwater flow to Rosemary Lake in accordance with NPDES, Phase II requirements*

---

**ARTICLE 48:                    APPROPRIATE FOR BROOK & CULVERT REPAIRS**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$50,000 for repair and maintenance to brooks and culverts; to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommend Article at \$25,000

*Article 48 Explanation: This is a request for funding of a multi-year request to clean brooks throughout the Town and repair culverts and retaining walls in the brooks. During severe storms, there are numerous incidents of flooding in residential areas. The flooding conditions are largely the result of blockages of waterways due to the failure of retaining walls and the clogging of waterways with vegetation and silt. These conditions have occurred due to the lack of manpower for routine maintenance of these waterways. A major effort is now needed to begin to address this problem. The next round of work is proposed for Linden Street, Maple Street and the MBTA Railroad Tracks, followed by Hurd Brook. The program was deferred in fiscal year 2003.*

---

**ARTICLE 49:                    APPROPRIATE FOR RENOVATIONS TO BIRDS HILL WATER STORAGE TANK**

To see if the will vote to raise and/or transfer and appropriate the sum of \$150,000 for renovations to Birds Hill Water Storage Tank, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 8; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 49 Explanation: State Department of Environmental Protection Regulations controlling the operation and maintenance of water supply and distribution systems require routine draining and inspection of water storage tanks. Periodically, the report of the inspection indicates that the surface coating is worn or damaged and is in need of cleaning and repainting. The Dunster Road Water Tank was completely cleaned and painted inside and out in 1993 and prior to that in 1978. It is recommended that the outside at least be cleaned and painted. The Birds Hill Water Tank is now 30 years old, and still has the original coating inside and out. The report of the most recent inspection indicates that this tank should be cleaned and painted.*

---

**ARTICLE 50:                    APPROPRIATE FOR WATER SYSTEM REHABILITATION / GREAT PLAIN AVENUE**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$535,000, for water system rehabilitation, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 8; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 50 Explanation: The water main in a portion of Great Plain Avenue east of Needham Square is now 85 years old or older and should be replaced prior to the reconstruction of the roadway. The accelerated deterioration of the*

roadway has caused the DPW to advance this water main replacement in the priority schedule. Depending on the level of roadway deterioration during the 2002/2003 winter season, the DPW is prepared to initiate construction. The engineering and design is underway in-house.

---

**ARTICLE 51:                    APPROPRIATE FOR WATER SYSTEM REHABILITATION**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$900,500 for costs to reconstruct the water system on portions of the following: Webster Street, Greendale Avenue, Brookline Street and Manning Street, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 8; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 51 Explanation:* The recently completed Water System Master Plan identified a range of necessary improvements including various system upgrades to water mains that are greater than 75 years of age. This is due to the age of these mains, and the fact that the volume of water in these subsystems may become insufficient for fire suppression. Reduced volumes of water are due to the buildup of tuberculation in the mains, and the consequent reduction in pipe diameter. The amount of \$105,000 was appropriated for the design of this project at the November 13, 2002 Special Town Meeting.

---

**ARTICLE 52:                    APPROPRIATE FOR WATER SERVICE CONNECTION/ INSTALLATION & REPLACEMENT**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$100,000 for water service connection, installation, and/or replacement, to be spent under the direction of the Board of Selectmen, and to meet this appropriation that \$100,000 be transferred from water retained earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 52 Explanation:* This project is proposed as an adjunct to the DPW road construction program. It consists of the replacement of old water services that were not replaced when water mains were replaced. The purpose is to prevent the failure of an element of the subsurface infrastructure before the desired life of the reconstructed roadway. In the case of Chapter 90 projects, this expense is not reimbursable. This project will also benefit the on-going lead and copper rule compliance program by removing lead services from the water distribution system

---

**ARTICLE 53:                    APPROPRIATE FOR WELLFIELD WATERSHED MANAGEMENT STUDY**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$16,000 to establish a program for wellfield watershed management, to be spent under the direction of the Board of Selectmen, and to meet this appropriation that \$16,000 be transferred from water retained earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 53 Explanation:* The Town maintains three wells delivering 4.6 million gallons of water per day (mgd) on 67 acres of land on Charles River Street near the Dover line. One important element in protecting the quantity, as well as the quality of the water supply, is forest and vegetative maintenance. A program should be developed for forest and vegetation maintenance in the wellfield. This involves a study to determine the appropriate amount and type of ground forest cover that is suitable for water recharge; the type of cover that is detrimental for water recharge; and the strategy for managing such vegetation.



**ARTICLE 54: APPROPRIATE FOR WASTEWATER PUMP STATION IMPROVEMENT DESIGN/  
GREAT PLAIN AVENUE**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$50,000 for design for the renovation of the Great Plain Avenue pump station, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 54 Explanation: The amount of \$100,000 was requested for the design of this project at the November 13, 2002 Special Town Meeting. Town Meeting appropriated \$50,000 for this purpose. The Department of Public Works has solicited a second estimate for this project and received a proposal in the amount of \$90,000. The requested appropriation for an additional \$50,000 to complete this design includes a contingency amount. As part of the Wastewater System Master Plan, several of the wastewater pump stations were evaluated to determine their physical condition, capacity to accommodate additional wastewater flows, and compliance with codes and standards of operation. Seven of the 10 wastewater pump stations in Town were identified as needing attention. The Great Plain Avenue Station requires significant renovation including both building and pump system upgrades. The structure is 50 years of age and is in need of repairs. The pumping and control systems do not meet current code requirements. Due to these factors, and the impact of the development of Olin College, renovation of the Great Plain Avenue station is recommended. The preliminary estimate of the cost of renovating this station is \$500,000.*

**ARTICLE 55: APPROPRIATE FOR WASTEWATER SYSTEM REHABILITATION**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,000,000 for sewer system rehabilitation, to be spent under the direction of the Board of Selectmen, including without limitation all costs thereof as defined in Section 1 of M.G.L. Chapter 29C, that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7, M.G.L. Chapter 29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to M.G.L. Chapter 29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Board of Selectmen be authorized to contract with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Board of Selectmen or other appropriate local official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Board of Selectmen is authorized to expend all funds available for the project; or take any other action relative thereto.

INSERTED BY: Board of Selectmen  
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 55 Explanation: The Town of Needham, along with numerous other communities, is under an Administrative Order from the DEP to identify and remove Infiltration and Inflow (I/I) from our sewer system. In addition, since the Town's MWRA sewer assessment is largely a function of metered flow, the reduction of a significant amount of I/I will have a direct impact on our assessment. The Town has undertaken studies to determine the location and volume of I/I entering the sewer system. This request is for construction of the next I/I project identified: Area 1-along Dedham Avenue from the Dedham Line to the Railroad Bridge/cross country to Webster Street/Webster Street from South Street to Dedham Avenue/Howland Street/Pleasant Street, and Area 3 & Area 4 - Edgewater Drive area. Design work for this project was funded at the 2001 Annual Town Meeting.*

**ARTICLE 56****APPROPRIATE FOR 128 SEWER MAIN LOCATION FEASIBILITY STUDY**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$52,000 for a feasibility study of the Route 128 sewer main location, to be spent under the direction of the Board of Selectmen, and to meet this appropriation that \$52,000 be transferred from wastewater retained earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 56 Explanation:* The wastewater discharging to the Reservoir Street "B" Wastewater Pumping Station originates from both the east and the west side of Route 128. There are four separate gravity mains, as well as the sewer force mains carrying sewage to and from the Reservoir Street "B" Wastewater Pumping Station that lie beneath the layout of Route 128. Five times in the past 20 years the force main has failed, three times in one location alone, costing hundreds of thousands of dollars to repair. The Route 128 Transportation Improvement Project (TIP) otherwise known as the "Add-a-Lane" Project will place these pipes at increased risk. The crossing locations beneath the right-of-way for both the force main and the gravity sewer need to be re-evaluated. Relocation or possibly increased protection and accessibility should be investigated. The engineering and design of the ultimate location should coincide with the renovation or replacement of the Reservoir Street "B" Station during FY2005 and FY2006. The process should initiate with a feasibility study this year to determine the most appropriate location, possibly avoiding passing under the Route 128 travel lanes, or the most appropriate construction technique to preserve the integrity of and access to these pipes in the future.

**ARTICLE 57:****APPROPRIATE FOR WASTEWATER PUMP STATION PUMP REPLACEMENTS**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$25,000 for two wastewater pump station pump replacements, to be spent under the direction of the Board of Selectmen, and that \$25,000 be transferred from wastewater retained earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 57 Explanation:* The estimated useful life of pump station pumps is 12 to 15 years. The goal of this program is to minimize emergency calls due to mechanical failures by replacing pumps that have outlived their useful lives. The program would allocate \$25,000 per year to finance the replacement of two pumps per year. There are 23 pumps in operation in the Town's pump stations

**ARTICLE 58:****RESCIND BOND AUTHORIZATION**

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

| <u>Project</u>                      | <u>Town Meeting</u> | <u>Article</u> | <u>Authorized</u> | <u>Rescind</u> |
|-------------------------------------|---------------------|----------------|-------------------|----------------|
| Pollard Middle School Renovations   | 1996 ATM            | 31             | \$150,000         | \$37,000       |
| Pump Station West Street            | 1996 ATM            | 58             | \$2,250,000       | \$226,800      |
| Community Septic Management Program | 1997 ATM            | 64             | \$200,000         | \$114,106      |
| Sewer Force Main West Street        | 1998 ATM            | 59             | \$1,250,000       | \$188,200      |
| Pump Station Reservoir Street       | 1998 ATM            | 61             | \$140,000         | \$100,941      |
| Pollard Middle School HVAC          | 1999 ATM            | 35             | \$325,000         | \$2,000        |
| Land Purchase Wiswall Property      | 11/2000 STM         | 17             | \$2,000,000       | \$59,100       |



## 2003 ANNUAL TOWN MEETING WARRANT

|                                   |             |   |           |             |
|-----------------------------------|-------------|---|-----------|-------------|
| Hillside School Fire Alarm System | 11/2001 STM | 2 | \$125,000 | \$20,000    |
| Cinema Building Demolition        | 2/2001 STM  | 2 | \$450,000 | \$450,000   |
| Total                             |             |   |           | \$1,161,147 |

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 58 Explanation: When a project is financed by borrowing, the project has been completed, and all the bills have been paid, the balance of the authorization that was not borrowed should be rescinded. A Town Meeting vote to rescind the balance of a borrowing prevents any further borrowing for the project, and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost saving measures, or favorable bids. There are three items of particular note contained on this list. First, the balance of the Community Septic Management Program was not needed. The level of participation was lower than the initial allocation to the Town by the state, and now that the period of time that the financing was to be available has past, the authorization is no longer needed. With respect to the Pump Station at Reservoir Street, the original request was for a complete replacement of the sewer main from Highland Circle to Fremont Street. A significant portion of this project was completed at the expense of the developer of the Staples site. Further, due to the location of the main in proximity to the river, it was determined that a liner should be installed, rather than a complete replacement, at a lower cost. Third, the Town was prohibited from borrowing for the demolition of the Cinema. In November, 2002, the Special Town Meeting funded this project through a transfer from the stabilization fund. The authorization is presented for Town Meeting to rescind.*

### GENERAL BY-LAW ARTICLES

#### **ARTICLE 59: AMEND GENERAL BY LAW ARTICLE 9 SECTION 9.2.2.7**

To see if the Town will vote to amend Article 9 Penalties and Enforcement of Town By-Laws, Rules and Regulations as follows:

By amending Section 9.2.2.7 Board of Health Regulations, subsection D. to read:

**D. Regulation Affecting Smoking and the Sale and Distribution of Tobacco in Needham Article 1**

Enforcement Agent: Board of Health, Health Director, Environmental Health Agent, Public Health Nurse or other Health Agents.

Fine Schedule:

First Offense – one hundred dollars (\$100)

Second Offense – two hundred dollars (\$200)

Third and Subsequent Offenses – three hundred dollars (\$300)

INSERTED BY: Board of Selectmen / Board of Health

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

*Article 59 Explanation: The Board of Health seeks to amend the By-law provision to allow enforcement of the Regulation Affecting Smoking and the Sale and Distribution of Tobacco in Needham by all Board of Health agents rather than just by those agents with specific job titles as the by-law is presently worded. If specific job titles should be changed in the future, the by-law would not need to be amended to reflect those title changes. Secondly, the fine*

*schedule governing retail tobacco sales will now be the same as the State fine schedule, which has no warning provision for a first offense. Finally, Sub-section D. will now cover the entire regulation instead of just Section 1.6.*

**ARTICLE 60: AMEND GENERAL BY-LAW, ARTICLE 1, SECTION 1.3**

To see if the Town will vote to amend Article 1, Section 1.3. Mailing of Notification of the Town Meeting by deleting Section 1.3 Mailing of Notification in its entirety and replacing it with the following:

“The Town Clerk shall cause a copy of the Warrant for each Town Meeting to be posted on the official Town of Needham Web site. The Town Clerk shall also cause to be delivered or mailed to each Town Meeting Member, at least seven days in advance, a copy of the Warrant for the Annual Town Meeting, held for the purpose of the transacting of business. The Town Clerk shall cause to be delivered or mailed to each Town Meeting Member, at least fourteen days in advance, a copy of the Warrant for each Special Town Meeting.

The Town Clerk shall make available to any resident, upon request, a copy of the Warrant for each Town Meeting. The Town Clerk shall cause the titles and a synopsis of all Town Meeting Articles to be printed in a local newspaper.”

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 60 Explanation: This change would eliminate the requirement to notify every Town resident about the annual municipal election. At the 2002 Annual Town Meeting, the General By-law was amended to discontinue the distribution of the Annual Town Meeting Warrant to all homes in Needham. In many years, the Annual Town Meeting warrant also served as notification of the Annual Town Election, which now must be mailed separately to each home. This proposal would eliminate the notification of the election, given limited human and fiscal resources. Notice of the election will continue to be posted around Town and on the Town's official website.*

**ARTICLE 61: AMEND GENERAL BY-LAW, ARTICLE 1, SECTION 1**

To see if the Town will vote to amend Article 1, Section 1.1 Dates of Meeting as follows:

By deleting the first sentence of Section 1.1.1 and replacing it with the following:

“Annual Town Meeting for the election of officers and such other matters as may be voted on the official ballot shall be held on the second Tuesday in April each year; and the Annual Town Meeting for the transacting of business shall be held on the first Monday in May of each year.”

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article Explanation This proposal would change the date of the annual Town Election from Monday to Tuesday, which is a day that many people associate with elections.*

**ARTICLE 62: AMEND GENERAL BY-LAW – NOISE BY-LAW**

To see if the Town will vote to accept the following amendment to its General By-Laws:

**“Section 3.8 Noise Regulation**

**3.8.1 General**



Except in an emergency, construction activity conducted pursuant to a building permit, which causes noise that extends beyond the property line, shall be limited to the hours of 7AM to 8PM unless authorized by rules or regulations adopted by the Board of Selectmen. The penalty for violation of this regulation shall be a \$50 fine."

And to amend Section 9.2 ENFORCEMENT in 9.2.2.4 Police Regulations by adding the following:

**"T.     Noise Regulation (Section 3.8.1)**

Fine Schedule:

\$0. First offense

\$25. Second offense

\$50. For each additional offense"

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

*Article 62 Explanation: At the May 2000 Annual Town Meeting, a citizen's petition was submitted to establish a noise by-law for the Town. Town Meeting referred the Article to the Board of Selectmen for further study. The Board established a committee to review the matter, which made a recommendation to the May, 2001 Annual Town Meeting. Town Meeting again referred the subject back to the Board of Selectmen for further review. The present article would restrict construction activity pursuant to a building permit which causes noise beyond the property line before 7:00 a.m. or after 8:00 p.m. except in emergencies or as authorized under rules and regulations adopted by the Board of Selectmen*

---

**ARTICLE 63:                   ACCEPT THE PROVISIONS OF SECTION 6 OF CHAPTER 116 OF THE ACTS OF 2002**

To see if the Town will vote to accept the provisions of Section 6 of Chapter 116 of the Acts of 2002; or take any other action relative thereto.

INSERTED BY: Retirement Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 63 Explanation: Section 6 of Chapter 116 of the Acts of 2002 amends M.G.L. c. 32 Section 4(h). Members of the retirement system who were eligible to apply for creditable service for service in the armed forces, but failed to do so within 180 days of acceptance by Town Meeting of the Veteran's retirement incentive legislation in November 1997, may apply for such creditable service within 180 days of the vote of town meeting to allow such members an additional period of time to apply for such creditable service. This program allows veteran's to receive credit for service in the armed forces for the purposes of retirement.*

---

**ARTICLE 64:                   ACCEPT THE PROVISIONS OF M.G.L. CHAPTER 40, SECTION 3**

To see if the Town will vote to accept the final proviso of M.G.L. Chapter 40, Section 3; or take any other action relative thereto.

INSERTED BY: Board of Selectmen/School Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 64 Explanation: M.G.L. Chapter 40 Section 3 provides that monies received for rental of school buildings be kept separate and apart from other city or town funds in the city or town treasury, and may be expended by the School Committee without further appropriation for the upkeep of the rented facility. Any balance remaining in such account at the close of a fiscal year shall be paid into the General Fund of such city or town. If this article is adopted, the law would allow any remaining balance to remain in said account and to be expended for the upkeep and maintenance of any facility under the control of the school committee.*

---

**ARTICLE 65: ACCEPT THE PROVISION OF M.G.L. CHAPTER 71, SECTION 71E**

To see if the Town will vote to accept the provisions of M.G.L. Chapter 71, Section 71E which authorizes the School Committee to maintain separate revolving accounts; or take any other action relative thereto.

INSERTED BY: Board of Selectmen / School Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 65 Explanation: M.G.L. c. 71 Section 71E authorizes the use of a revolving fund for adult education and summer school programs. In 1978, Town Meeting adopted the text of c. 71 Section 71E, but did not adopt the statute itself. The Town has been operating this revolving fund since that time. Town Counsel has determined that acceptance of the text of a statute does not constitute acceptance of the statute, and recommends that Town Meeting act to ensure the continuation of this program.*

**ARTICLE 66: PROPOSED LEGISLATION – INFORMATION FOR VOTERS ON BALLOT QUESTIONS**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, for the enactment of a special law substantially in the following form of the proposed act printed below as part of this article and entitled:

**An Act Authorizing the Town of Needham To Send Certain Information To Registered Voters In the Town Of Needham**

**Section 1.** Notwithstanding the provisions of any general or special law to the contrary, the board of selectmen of the town of Needham **shall**, at least seven days before any election at which a binding or non-binding question shall be submitted solely to the voters of said town, cause to be printed and sent to each residence of one or more voters whose name appears on the latest active voting list for said town and make available at each polling place (a) the full text of such question; (b) a fair and concise summary of such question, including a one-sentence statement describing the effect of a yes or no vote, prepared by the Town Counsel; and (c) arguments for and against such question as provided in section 2.

**Section 2.** No argument shall contain more than two hundred and fifty words. Said board of selectmen shall seek written arguments from the principal proponents and opponents of each such question. Said board of selectmen shall designate a date by which written arguments must be received, in a written notice to the principal proponents and opponents. Said notice must be issued at least fourteen days before the date by which the written arguments must be received.

**Section 3.** For the purposes of this act, the principal proponents and opponents of any such question shall be those persons determined by said board of selectmen to be best able to present the arguments for and against such question. The principal proponents or opponents of such a question may include a town or district officer or committee, such as a finance committee or school committee, and the principal proponents may include the first ten signers or a majority of the first ten signers of any petition initiating the placement of such question on the ballot. In determining the principal proponents and opponents of such a question, said board of selectmen shall contact each ballot question committee, if any, as defined in section 1 of chapter fifty-five of the General Laws, organized specifically to influence the outcome of the vote on such question

**Section 4.** All arguments filed with said board of selectmen pursuant to this act, and the summary prepared pursuant to section 1 shall be open to public inspection at the office of the town clerk, and if the vote affects a district, the arguments and summary shall be open to public inspection at the office of the clerk of each city or town within the jurisdiction of the district.



**Section 5.** This act shall apply where the question presented involves the regional district of which the Town of Needham is a member or involves a joint undertaking by said Town of Needham and any one or more cities or towns.

**Section 6.** The communication prepared under this act shall include a statement indicating the the arguments presented are written by proponents and opponents of each question and reflect their opinions and that the Town of Needham does not endorse the arguments, and does not certify the truth or accuracy of any statement made in the arguments. The names of the individuals or organizations who wrote each argument shall be included in the communication.

**Section 7.** This act shall take effect upon its passage.

INSERTED BY: Citizen's Petition

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

---

**ARTICLE 67: ADOPT POLICY FOR THE PURCHASE/LEASE OF PASSENGER VEHICLES**

To see if the Town will authorize the Board of Selectmen to accept the following policy:

Be it resolved that the Town of Needham adopt a policy to purchase or lease only passenger vehicles (thereby excluding fire fighting vehicles or special police vehicles) which meet at least one of the following criteria:

1. it be a hybrid vehicle i.e. one capable of operating under power of gasoline and/or electricity
2. it has an EPA rating of at least 25 mpg for city driving

This policy will benefit the town because of the cost efficiency of these vehicles; further, they are less harmful to the environment, improving the quality of life in our town. By adopting this policy, the town can serve as a positive example of commitment to a fiscally responsible and environmentally safe community.

Inserted by: Citizen's Petition

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

---

**TOWN MEETING COMMITTEES**

---

**ARTICLE 68: ESTABLISH A COMMUNITY PRESERVATION ACT COMMITTEE**

To see if the Town will vote to establish a Community Preservation Act Committee to study said Act and make recommendations as to local acceptance or other action regarding said Act, said Committee to consist of nine residents of the Town, one appointed by the Conservation Commission, one by the Historical Commission, one by the Park and Recreation Commission, one by Planning Board, one by the Needham Housing Authority, one by the Board of Selectmen, one by the Finance Committee, and two by the Moderator; or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Park and Recreation Commission

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 68 Explanation: The members of this study committee would review M.G.L. Chapter 44B, "The Community Preservation Act." Tasks would include reporting on the impact in communities that have accepted the legislation, the current status of state distributions to those communities, a study of alternative financing concepts, and guidelines on*

*possible impacts, both pro and con, for the Town of Needham. Membership on the study committee would include boards that are obligated to have representatives on the Community Preservation Committee, a requirement of the Act.*

*The Community Preservation Act allows a city or town to establish a "Community Preservation Fund" that may be appropriated and spent for conservation and recreation open space, historic resource and affordable housing purposes. In order to establish a fund, majority approval is required of Town Meeting and voters in a regular municipal or state election. The primary source of revenue is a property tax surcharge of up to three percent that is assessed on each parcel of taxable real estate, and includes exemptions. A second source of revenue is an annual distribution from the state's "Massachusetts Community Preservation Trust Fund." To date, the State's annual distribution to participating cities and towns has been equal to 100% of the revenue raised by the property tax surcharge. In February, 2001, the Special Town Meeting referred this issue back to the CPA Committee.*

**ARTICLE 69:****ESTABLISH A GOVERNMENT STUDY COMMITTEE**

To see if the Town will vote to establish a Town Government Study Committee for the purpose of reviewing the administrative and organizational structure of the Town, identify areas that should be changed and recommend implementation strategies. Areas for Town Government Study Committee consideration may include: adoption, or moving in the direction of, a Town Manager form of government, in which the Town's appointed chief executive officer would have broader appointing and managerial authority than presently vested in the Town Administrator and responsibility for preparation of an annual proposed balanced town budget; creation of a Public Facilities Department incorporating the present Permanent Public Building Committee and Municipal Building Maintenance Board; creation of a Community Development Department incorporating the present Planning Board, Board of Appeals, and Conservation Commission; consolidation of the Assessors Department into the Finance Department; and/or other areas identified by the Committee.

Said Committee shall consist of fifteen residents of the Town, one appointed by the Moderator, one by the Board of Selectmen, one by the Finance Committee, one by the School Committee, one by the Personnel Board and one Town Meeting Member from each precinct appointed by a caucus of the Town Meeting Members from that precinct, and shall report to the next Annual Town Meeting, or sooner; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 69 Explanation: This article would create a study committee to review the administrative and organizational structure of the Town. An analysis of Needham's organizational structure may reveal opportunities for improved efficiency. This article includes a specific set of issues for the committee's consideration, including changing to a Town Manager form of government. The committee would include precinct representatives selected by Town Meeting Members.*

**ARTICLE 70:****CONTINUE COMMUNITY CENTER STUDY COMMITTEE**

To see if the Town will continue the Community Center Study Committee, established by vote of the 1994 Annual Town Meeting under Article 59, to direct and authorize said Committee to study the options for providing a community facility that may meet the current and future needs for youth, recreation, cultural and senior programs, said Committee shall report back to the next Annual Town Meeting or sooner; or take any other action relative thereto.

Or take any other action relative thereto.

INSERTED BY: Community Center Study Committee

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken



**ARTICLE 71: CONTINUE SCHOOL SAFETY STUDY COMMITTEE**

To see if the Town will vote to continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10, direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School Children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools, said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: School Safety Study Committee

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

---

**ARTICLE 72: CONTINUE SOLID WASTE DISPOSAL / RECYCLING ADVISORY COMMITTEE**

To see if the Town will vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and amended under Article 40 of the 1993 Annual Town Meeting, direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste, said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Solid Waste Disposal / Recycling Advisory Committee

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

---

**ARTICLE 73: OMINIBUS ARTICLE**

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town Officer or Committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

---

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least seven days before said meeting

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this Twenty-fifth day of February, 2003

Gerald A. Wasserman, Chairman  
Colleen F. Schaller, Vice Chairman  
Daniel P. Matthews  
William M. Powers  
John H. Cogswell

*Selectmen of Needham*

true copy  
attest:  
Constable

| Transfers from Finance Committee Reserve fund to Appropriation Accounts |                     |
|---|---------------------|
| July 1, 2001 - June 30, 2002  |                     |
| Department  | Amount              |
| Board of Health   | \$ 1,200.00         |
| DPW   | \$ 30,000.00        |
| Finance   | \$25,100.00         |
| Fire  | \$55,000.00         |
| Legal   | \$49,290.00         |
| MBMB  | \$35,000.00         |
| Police  | \$58,000.00         |
| Unemployment  | \$23,000.00         |
| Zoning Board  | \$8,300.00          |
|   |                     |
| <b>Total</b>  | <b>\$284,890.00</b> |



**GENERAL GOVERNMENT SALARY AND STAFFING SCHEDULE**  
**of Funded Full-Time Equivalent Positions**  
**(Excludes Summer/Seasonal Positions)**

| <b>TITLE</b>                     | <b>GRADE</b> | <b>FUNDED<br/>FY2001</b> | <b>FUNDED<br/>FY2002</b> | <b>FUNDED<br/>FY2003</b> | <b>ANNUALIZED<br/>SALARY RANGE</b> |
|----------------------------------|--------------|--------------------------|--------------------------|--------------------------|------------------------------------|
| <b><u>GENERAL GOVERNMENT</u></b> |              |                          |                          |                          |                                    |
| <u>Board of Selectmen</u>        |              |                          |                          |                          |                                    |
| Town Administrator               | Contract     | 1.00                     | 1.00                     | 1.00                     | \$102,000                          |
| Assistant to Town Administrator  | NR-3         | 1.00                     | 1.00                     | 1.00                     | \$34,271-\$45,698                  |
| Department Assistant 1           | TS-1         | 1.13                     | 1.13                     | 1.13                     | \$23,930-\$30,312                  |
| Department Assistant 2           | TS-2         | 0.67                     | 0.67                     | 0.67                     | \$27,003-\$34,207                  |
| Asst. Town Admin/Personnel Dir.  | M-3          | 1.00                     | 1.00                     | 1.00                     | \$60,701-\$76,067                  |
| Administrative Assistant         | SS-3         | 1.00                     | 1.00                     | 1.00                     | \$29,050-\$36,801                  |
| Administrative Specialist        | SS-4         | <u>1.00</u>              | <u>1.00</u>              | <u>1.00</u>              | \$32,525-\$41,203                  |
| <i>Subtotal:</i>                 |              | <i>6.80</i>              | <i>6.80</i>              | <i>6.80</i>              |                                    |
| <u>Town Clerk</u>                |              |                          |                          |                          |                                    |
| Town Clerk                       | Elected      | 1.00                     | 1.00                     | 1.00                     | \$67,054                           |
| Assistant Town Clerk             | NR-3         | 1.00                     | 1.00                     | 1.00                     | \$34,271-\$45,698                  |
| Department Assistant 2           | TS-2         | <u>2.00</u>              | <u>2.00</u>              | <u>2.00</u>              | \$27,003-\$34,207                  |
| <i>Subtotal:</i>                 |              | <i>4.00</i>              | <i>4.00</i>              | <i>4.00</i>              |                                    |
| <u>Legal</u>                     |              |                          |                          |                          |                                    |
| Town Counsel                     | Sch C        |                          |                          |                          | \$58,114                           |
| <u>Personnel Board</u>           |              |                          |                          |                          |                                    |
| Recording Secretary              | Sch C        |                          |                          |                          | \$15.00/hour                       |
| <b><u>FINANCE</u></b>            |              |                          |                          |                          |                                    |
| <u>Assessors</u>                 |              |                          |                          |                          |                                    |
| Administrative Assessor          | M-2          | 1.00                     | 1.00                     | 1.00                     | \$56,160-\$70,407                  |
| Asst. Administrative Assessor    | PT-4         | 1.00                     | 1.00                     | 1.00                     | \$38,346-\$50,101                  |
| Administrative Coordinator       | TS-4         | 1.00                     | 1.00                     | 1.00                     | \$32,525-\$41,203                  |
| Department Specialist            | TS-3         | 2.00                     | 2.00                     | 2.00                     | \$29,050-\$36,801                  |
| Department Assistant 2           | TS-2         | <u>1.00</u>              | <u>1.00</u>              | <u>1.00</u>              | \$27,003-\$34,207                  |
| <i>Subtotal:</i>                 |              | <i>6.00</i>              | <i>6.00</i>              | <i>6.00</i>              |                                    |
| <u>Finance Department</u>        |              |                          |                          |                          |                                    |
| Asst Town Administrator/Finance  |              |                          |                          |                          |                                    |
| Director                         | M-4          | 0.00                     | 1.00                     | 1.00                     | \$69,874-\$87,526                  |
| Finance Director                 | M-4          | <u>1.00</u>              | <u>0.00</u>              | <u>0.00</u>              | \$69,874-\$87,526                  |
| <i>Subtotal:</i>                 |              | <i>1.00</i>              | <i>1.00</i>              | <i>1.00</i>              |                                    |
| <u>Accounting</u>                |              |                          |                          |                          |                                    |
| Town Comptroller                 | M-2          | 1.00                     | 1.00                     | 1.00                     | \$56,160-\$70,407                  |
| Administrative Specialist        | TS-4         | 2.00                     | 2.00                     | 2.00                     | \$32,525-\$41,203                  |
| Department Specialist            | TS-3         | <u>0.80</u>              | <u>0.80</u>              | <u>0.80</u>              | \$29,050-\$36,801                  |
| <i>Subtotal:</i>                 |              | <i>3.80</i>              | <i>3.80</i>              | <i>3.80</i>              |                                    |

# 2003 ANNUAL TOWN MEETING WARRANT

| TITLE                         | GRADE    | FUNDED<br>FY2001 | FUNDED<br>FY2002 | FUNDED<br>FY2003 | ANNUALIZED<br>SALARY RANGE |
|-------------------------------|----------|------------------|------------------|------------------|----------------------------|
| <u>Data Processing</u>        |          |                  |                  |                  |                            |
| Director, MIS                 | M-3      | 1.00             | 1.00             | 1.00             | \$60,701-\$76,067          |
| Network Administrator         | PT-6     | 1.00             | 1.00             | 1.00             | \$44,723-\$58,432          |
| GIS/Database Administrator    | PT-5     | 1.00             | 1.00             | 1.00             | \$42,912-\$55,198          |
| Programmer/Computer Operator  | PT-3     | 1.00             | 1.00             | 1.00             | \$34,271-\$45,698          |
| Computer Operator             | PT-1     | 1.00             | 1.00             | 1.00             | \$28,568-\$37,775          |
| Technical Support Specialist  | PT-3     | 1.00             | 1.00             | 1.00             | \$34,271-\$45,698          |
| PC Specialist                 | Sch C    |                  |                  |                  | \$31.06/hour               |
| <i>Subtotal:</i>              |          | <i>6.00</i>      | <i>6.00</i>      | <i>6.00</i>      |                            |
| <u>Treasurer</u>              |          |                  |                  |                  |                            |
| Treasurer/Collector           | M-2      | 1.00             | 1.00             | 1.00             | \$56,160-\$70,407          |
| Assistant Treasurer/Collector | NR-5     | 1.00             | 1.00             | 1.00             | \$42,912-\$55,198          |
| Department Specialist         | TS-3     | 2.00             | 2.00             | 2.00             | \$29,050-\$36,801          |
| Department Specialist         | SS-3     | 0.40             | 0.40             | 0.40             | \$29,050-\$36,801          |
| Department Assistant 2        | TS-2     | 1.00             | 1.00             | 1.00             | \$27,003-\$34,207          |
| Department Assistant 1        | SS-1     | <u>0.47</u>      | <u>0.47</u>      | <u>0.47</u>      | \$23,930-\$30,312          |
| <i>Subtotal:</i>              |          | <i>5.87</i>      | <i>5.87</i>      | <i>5.87</i>      |                            |
| <u>Finance Committee</u>      |          |                  |                  |                  |                            |
| Finance Comm. Exec. Secretary | Sch C    |                  |                  |                  | \$27,170                   |
| <u>Retirement</u>             |          |                  |                  |                  |                            |
| Senior Admin. Coordinator     | TS-5     | 1.00             | 1.00             | 1.00             | \$35,558-\$45,045          |
| Department Specialist         | TS-3     | <u>1.00</u>      | <u>1.00</u>      | <u>1.00</u>      | \$29,050-\$36,801          |
| <i>Subtotal:</i>              |          | <i>2.00</i>      | <i>2.00</i>      | <i>2.00</i>      |                            |
| <u>PUBLIC SAFETY</u>          |          |                  |                  |                  |                            |
| <u>Police Department</u>      |          |                  |                  |                  |                            |
| Chief                         | Contract | 1.00             | 1.00             | 1.00             | \$89,522                   |
| Lieutenant                    | P-3      | 3.00             | 3.00             | 3.00             | \$53,251-\$67,621          |
| Sergeant                      | P-2      | 8.00             | 8.00             | 8.00             | \$45,547-\$52,927          |
| Police Officer                | P-1      | 37.00            | 37.00            | 37.00            | \$35,529-\$42,834          |
| Animal Control Officer        | PB-1     | 1.00             | 1.00             | 1.00             | \$32,049-\$42,528          |
| Administrative Specialist     | TS-4     | 1.00             | 1.00             | 1.00             | \$32,525-\$41,203          |
| Maintenance Worker/Custodian  | NR-1     | 1.00             | 1.00             | 1.00             | \$28,568-\$37,775          |
| Department Assistant 2        | TS-2     | 2.00             | 2.00             | 2.00             | \$27,003-\$34,207          |
| Public Safety Dispatcher      | NR-1     | 3.00             | 3.00             | 3.00             | \$28,568-\$37,775          |
| Parking Enforcement Attendant | SS-2     | 1.00             | 1.00             | 1.00             | \$27,003-\$34,207          |
| Traffic Supervisor            | Sch C    | 3.20             | 3.20             | 3.20             | \$15.98/hour               |
| <i>Subtotal:</i>              |          | <i>61.20</i>     | <i>61.20</i>     | <i>61.20</i>     |                            |
| <u>Fire Department</u>        |          |                  |                  |                  |                            |
| Fire Chief                    | M-5      | 1.00             | 1.00             | 1.00             | \$78,809-\$98,756          |
| Deputy Fire Chief Operations  | F-4      | 1.00             | 1.00             | 1.00             | \$57,381-\$63,109          |
| Deputy Fire Chief             | F-4      | 4.00             | 4.00             | 4.00             | \$57,381-\$63,109          |
| Fire Captain                  | F-3      | 2.00             | 2.00             | 2.00             | \$53,492-\$55,164          |
| Fire Lieutenant               | F-2      | 6.00             | 6.00             | 6.00             | \$46,146-\$50,751          |
| Firefighter                   | F-1      | 53.00            | 53.00            | 53.00            | \$36,006-\$42,835          |
| Asst., Super., Fire Alarm     | FA-2     | 1.00             | 1.00             | 1.00             | \$42,213-\$50,775          |



# 2003 ANNUAL TOWN MEETING WARRANT

| TITLE                             | GRADE | FUNDED<br>FY2001 | FUNDED<br>FY2002 | FUNDED<br>FY2003 | ANNUALIZED<br>SALARY RANGE |
|-----------------------------------|-------|------------------|------------------|------------------|----------------------------|
| Administrative Assistant          | TS-3  | 1.03             | 1.03             | 1.03             | \$29,050-\$36,801          |
| Public Safety Dispatcher          | NR-1  | 4.00             | 4.00             | 4.00             | \$28,568-\$37,775          |
| Public Safety Dispatch Super.     | NR-4  | 1.00             | 1.00             | 1.00             | \$38,346-\$50,101          |
| Dir. Emergency Mgmt.              | Sch C |                  |                  |                  | \$2,000                    |
| Asst. Dir. Emergency Mgmt.        | Sch C |                  |                  |                  | \$1,500                    |
| <i>Subtotal:</i>                  |       | <i>75.03</i>     | <i>75.03</i>     | <i>75.03</i>     |                            |
| <u>Building</u>                   |       |                  |                  |                  |                            |
| Inspector of Buildings            | M-2   | 1.00             | 1.00             | 1.00             | \$56,160-\$70,407          |
| Inspector of Plumbing and Gas     | NR-4  | 1.00             | 0.80             | 0.80             | \$38,346-\$50,101          |
| Inspector of Wires                | NR-4  | 1.00             | 0.80             | 0.80             | \$38,346-\$50,101          |
| Local Building Inspector          | NR-5  | 1.00             | 1.00             | 1.00             | \$42,912-\$55,198          |
| Sealer of Weights and Measures    | NR-4  | 0.25             | 0.25             | 0.25             | \$38,346-\$50,101          |
| Administrative Specialist         | TS-4  | 1.00             | 1.00             | 1.00             | \$32,525-\$41,203          |
| Department Assistant 2            | TS-2  | 1.00             | 1.00             | 1.00             | \$27,003-\$34,207          |
| Building Inspector Substitute     | Sch C |                  |                  |                  | \$17.29/hour               |
| Plumbing & Gas Inspector Sub.     | Sch C |                  |                  |                  | \$12.00/Inspection         |
| Wire Inspector Substitute         | Sch C |                  |                  |                  | \$41.00/Per Diem           |
|                                   |       |                  |                  |                  | \$12.00/Inspection         |
|                                   |       |                  |                  |                  | \$41.00/Per Diem           |
| <i>Subtotal:</i>                  |       | <i>6.25</i>      | <i>5.85</i>      | <i>5.85</i>      |                            |
| PUBLIC FACILITIES                 |       |                  |                  |                  |                            |
| <u>Department of Public Works</u> |       |                  |                  |                  |                            |
| Director                          | M-5   | 1.00             | 1.00             | 1.00             | \$78,809-\$98,756          |
| Town Engineer                     | M-3   | 1.00             | 1.00             | 1.00             | \$60,701-\$76,067          |
| Division Super. Water & Sewer     | M-3   | 1.00             | 1.00             | 1.00             | \$60,701-\$76,067          |
| Division Super. Highway           | M-2   | 1.00             | 1.00             | 1.00             | \$56,160-\$70,407          |
| Division Super. Parks             | M-2   | 1.00             | 1.00             | 1.00             | \$56,160-\$70,407          |
| Garage & Equipment Supervisor     | M-1   | 1.00             | 1.00             | 1.00             | \$48,286-\$60,521          |
| Division Super. Solid Waste       | M-1   | 1.00             | 1.00             | 1.00             | \$48,286-\$60,521          |
| Assistant Town Engineer           | NR-6  | 1.00             | 1.00             | 1.00             | \$44,723-\$58,432          |
| Contract Administrator            | NR-6  | 0.00             | 1.00             | 1.00             | \$44,723-\$58,432          |
| Administrative Services Manager   | NR-5  | 1.00             | 1.00             | 1.00             | \$42,912-\$55,198          |
| Assistant Superintendent          | NR-5  | 4.00             | 4.00             | 4.00             | \$42,912-\$55,198          |
| Water Treatment Facility Mgr      | NR-5  | 1.00             | 1.00             | 1.00             | \$42,912-\$55,198          |
| Civil Engineer                    | NR-4  | 1.00             | 1.00             | 1.00             | \$38,346-\$50,101          |
| Survey Party Chief                | NR-3  | 2.00             | 2.00             | 2.00             | \$34,271-\$45,698          |
| Senior Draftsman                  | NR-2  | 2.00             | 2.00             | 2.00             | \$32,891-\$42,971          |
| Senior Admin. Coordinator         | TS-5  | 1.00             | 1.00             | 1.00             | \$35,558-\$45,045          |
| Department Specialist             | TS-3  | 2.00             | 2.00             | 2.00             | \$29,050-\$36,801          |
| Department Assistant 2            | TS-2  | 1.00             | 1.00             | 1.00             | \$27,003-\$34,207          |
| Master Mechanic                   | W-7   | 1.00             | 1.00             | 1.00             | \$18.10-\$21.48/hour       |
| Public Works Inspector            | W-7   | 2.00             | 2.00             | 2.00             | \$18.10-\$21.48/hour       |
| Chief Pumping Station Operator    | W-7   | 1.00             | 1.00             | 1.00             | \$18.10-\$21.48/hour       |
| Working Foreman                   | W-6   | 9.00             | 9.00             | 9.00             | \$17.52-\$20.78/hour       |
| Public Works Technician           | W-5   | 0.00             | 1.00             | 1.00             | \$16.20-\$19.22/hour       |
| Equipment Mechanic                | W-5   | 3.00             | 3.00             | 3.00             | \$16.20-\$19.22/hour       |
| Pumping Station Operator          | W-5   | 3.00             | 3.00             | 3.00             | \$16.20-\$19.22/hour       |
| HMEO                              | W-4   | 10.00            | 12.00            | 11.00            | \$15.08-\$17.97/hour       |
| Craftsworker                      | W-4   | 18.00            | 15.00            | 17.00            | \$15.08-\$17.97/hour       |

**2003 ANNUAL TOWN MEETING WARRANT**

| <b>TITLE</b>             | <b>GRADE</b> | <b>FUNDED<br/>FY2001</b> | <b>FUNDED<br/>FY2002</b> | <b>FUNDED<br/>FY2003</b> | <b>ANNUALIZED<br/>SALARY RANGE</b> |
|--------------------------|--------------|--------------------------|--------------------------|--------------------------|------------------------------------|
| Public Works Specialist  | W-4          | 1.00                     | 1.00                     | 2.00                     | \$15.08-\$17.97/hour               |
| Weighmaster              | W-3          | 1.00                     | 1.00                     | 0.00                     | \$14.16-\$16.94/hour               |
| Laborer 3                | W-3          | 3.00                     | 3.00                     | 3.00                     | \$14.16-\$16.94/hour               |
| Laborer 2                | W-2          | 7.00                     | 5.00                     | 4.00                     | \$13.61-\$15.88/hour               |
| Laborer 1                | W-1          | 1.00                     | 3.00                     | 3.00                     | \$12.73-\$14.66/hour               |
| Student Draftsman/Rodman | Sch C        |                          |                          |                          | \$11.75-\$13.93/hour               |
| <i>Subtotal:</i>         |              | <i>85.00</i>             | <i>86.00</i>             | <i>86.00</i>             |                                    |

Municipal Building Maintenance

Board

|                                  |       |              |              |              |                   |
|----------------------------------|-------|--------------|--------------|--------------|-------------------|
| Director                         | M-4   | 1.00         | 1.00         | 1.00         | \$69,874-\$87,526 |
| Supervisor of Custodial Services | NR-5  | 1.00         | 1.00         | 1.00         | \$42,912-\$55,198 |
| Administrative Specialist        | TS-4  | 1.00         | 1.00         | 1.00         | \$32,525-\$41,203 |
| Department Specialist            | TS-3  | 0.53         | 0.53         | 0.53         | \$29,050-\$36,801 |
| Senior Bldg. Custodian           | T-10  | 2.00         | 2.00         | 0.00         |                   |
| Senior Custodian 1               | BC-2  | 10.00        | 9.00         | 9.00         | \$30,829-\$36,278 |
| Senior Custodian 2               | BC-3  | 1.00         | 1.00         | 3.00         | \$32,373-\$38,095 |
| Custodian                        | BC-1  | 27.30        | 27.30        | 30.30        | \$27,978-\$32,923 |
| Warehouse Person                 | BT-1  | 1.00         | 1.00         | 1.00         | \$32,671-\$38,445 |
| Craftsman                        | AC-5  | 1.00         | 1.00         | 1.00         | \$39,478-\$44,817 |
| HVAC Technician                  | BT-3  | 1.00         | 1.00         | 1.00         | \$39,541-\$46,530 |
| Carpenter                        | BT-2  | 1.00         | 1.00         | 1.00         | \$35,937-\$42,289 |
| Craftsworker                     | BT-2  | 1.00         | 2.00         | 3.00         | \$35,937-\$42,289 |
| Plumber                          | BT-3  | 1.00         | 1.00         | 1.00         | \$39,541-\$46,530 |
| Electrician                      | BT-3  | 1.00         | 1.00         | 1.00         | \$39,541-\$46,530 |
| General Maintenance              | AC-3  | 2.00         | 1.00         | 0.00         |                   |
| Building Monitor                 | Sch C |              |              |              | \$9.19/hour       |
| <i>Subtotal:</i>                 |       | <i>52.83</i> | <i>51.83</i> | <i>54.83</i> |                   |

Permanent Public Building Comm.

|                                |      |             |             |             |                   |
|--------------------------------|------|-------------|-------------|-------------|-------------------|
| Bldg. Construction/Renov. Mgr. | M-3  | 1.00        | 1.00        | 1.00        | \$60,701-\$76,067 |
| Committee Secretary            | SS-3 | <u>0.25</u> | <u>0.25</u> | <u>0.25</u> | \$29,050-\$36,801 |
| <i>Subtotal:</i>               |      | <i>1.25</i> | <i>1.25</i> | <i>1.25</i> |                   |

**HUMAN SERVICES**

Board of Health

|                            |       |             |             |             |                   |
|----------------------------|-------|-------------|-------------|-------------|-------------------|
| Director                   | M-3   | 1.00        | 1.00        | 1.00        | \$60,701-\$76,067 |
| Environmental Health Agent | PT-5  | 1.12        | 1.12        | 1.12        | \$42,912-\$55,198 |
| Nutritionist               | PT-3  | 0.60        | 0.08        | 0.08        | \$34,271-\$45,698 |
| Program Coordinator        | NR-2  | 0.00        | 0.60        | 0.60        | \$32,891-\$42,971 |
| Public Health Nurse        | PT-5  | 1.26        | 1.26        | 1.26        | \$42,912-\$55,198 |
| Administrative Specialist  | TS-4  | 1.00        | 1.00        | 1.00        | \$32,525-\$41,203 |
| Department Assistant 2     | SS-1  | 0.40        | 0.40        | 0.40        | \$23,930-\$30,312 |
| Animal Inspector           | Sch C |             |             |             | 2,000/year        |
| Seasonal Packer/Driver     | Sch C |             |             |             | \$10.60/hour      |
| Recording Secretary        | Sch C |             |             |             | \$15.00/hour      |
| <i>Subtotal:</i>           |       | <i>5.38</i> | <i>5.46</i> | <i>5.46</i> |                   |

Veterans Services

|                       |      |             |             |             |                   |
|-----------------------|------|-------------|-------------|-------------|-------------------|
| Director              | M-1  | 0.53        | 0.53        | 0.53        | \$48,286-\$60,521 |
| Department Specialist | TS-3 | <u>0.53</u> | <u>0.53</u> | <u>0.53</u> | \$29,050-\$36,801 |
| <i>Subtotal:</i>      |      | <i>1.06</i> | <i>1.06</i> | <i>1.06</i> |                   |



**2003 ANNUAL TOWN MEETING WARRANT**

| <b>TITLE</b>                          | <b>GRADE</b> | <b>FUNDED<br/>FY2001</b> | <b>FUNDED<br/>FY2002</b> | <b>FUNDED<br/>FY2003</b> | <b>ANNUALIZED<br/>SALARY RANGE</b> |
|---------------------------------------|--------------|--------------------------|--------------------------|--------------------------|------------------------------------|
| <u><b>Youth Commission</b></u>        |              |                          |                          |                          |                                    |
| Director                              | M-2          | 1.00                     | 1.00                     | 1.00                     | \$56,160-\$70,407                  |
| Social Worker                         | PT-3         | 2.00                     | 2.00                     | 2.00                     | \$34,271-\$45,698                  |
| Administrative Assistant              | TS-3         | <u>0.80</u>              | <u>0.80</u>              | <u>0.80</u>              | \$29,050-\$36,801                  |
| <i>Subtotal:</i>                      |              | <i>3.80</i>              | <i>3.80</i>              | <i>3.80</i>              |                                    |
| <u><b>Council on Aging</b></u>        |              |                          |                          |                          |                                    |
| Executive Director                    | M-2          | 1.00                     | 1.00                     | 1.00                     | \$56,160-\$70,407                  |
| Associate Director                    | PT-4         | 1.00                     | 1.00                     | 1.00                     | \$38,346-\$50,101                  |
| Outreach Worker                       | PT-2         | 0.25                     | 0.25                     | 0.25                     | \$32,891-\$42,971                  |
| Social Worker                         | PT-3         | 1.00                     | 1.00                     | 1.00                     | \$34,271-\$45,698                  |
| Department Assistant 2                | TS-2         | 0.50                     | 0.50                     | 0.50                     | \$27,003-\$34,207                  |
| Program Coordinator                   | NR-2         | 0.80                     | 0.80                     | 0.80                     | \$32,891-\$42,971                  |
| Program Coordinator PT                | Sch C        |                          |                          |                          | \$15.58/hour                       |
| Assistant, COA                        | Sch C        |                          |                          |                          | \$12.10/hour                       |
| Assistant Program Coordinator         | Sch C        |                          |                          |                          | \$13.65/hour                       |
| Recording Secretary                   | Sch C        |                          |                          |                          | \$15.00/hour                       |
| <i>Subtotal:</i>                      |              | <i>4.55</i>              | <i>4.55</i>              | <i>4.55</i>              |                                    |
| <b>DEVELOPMENT</b>                    |              |                          |                          |                          |                                    |
| <u><b>Planning Board</b></u>          |              |                          |                          |                          |                                    |
| Director                              | M-2          | 1.00                     | 1.00                     | 1.00                     | \$56,160-\$70,407                  |
| Assistant Planning Director           | NR-3         | 1.00                     | 1.00                     | 1.00                     | \$34,271-\$45,698                  |
| Recording Secretary                   | Sch C        |                          |                          |                          | \$15.00/hour                       |
| <i>Subtotal:</i>                      |              | <i>2.00</i>              | <i>2.00</i>              | <i>2.00</i>              |                                    |
| <u><b>Conservation Commission</b></u> |              |                          |                          |                          |                                    |
| Conservation Officer                  | NR-3         | <u>0.70</u>              | <u>0.70</u>              | <u>0.70</u>              | \$34,271-\$45,698                  |
| <i>Subtotal:</i>                      |              | <i>0.70</i>              | <i>0.70</i>              | <i>0.70</i>              |                                    |
| <u><b>Board of Appeals</b></u>        |              |                          |                          |                          |                                    |
| Committee Secretary                   | SS-3         |                          |                          |                          | \$14.90/hour                       |
| <i>Subtotal:</i>                      |              |                          |                          |                          |                                    |
| <b>CULTURE AND LEISURE SERVICES</b>   |              |                          |                          |                          |                                    |
| <u><b>Library</b></u>                 |              |                          |                          |                          |                                    |
| Director                              | M-3          | 1.00                     | 1.00                     | 1.00                     | \$60,701-\$76,067                  |
| Assistant Director                    | NR-6         | 1.00                     | 1.00                     | 1.00                     | \$44,723-\$58,432                  |
| Reference Supervisor                  | NR-4         | 1.00                     | 1.00                     | 1.00                     | \$38,346-\$50,101                  |
| Children's Supervisor                 | NR-4         | 1.00                     | 1.00                     | 1.00                     | \$38,346-\$50,101                  |
| Tech. Services Supervisor             | NR-4         | 1.00                     | 1.00                     | 1.00                     | \$38,346-\$50,101                  |
| Reference Librarian/AV Specialist     | NR-3         | 1.00                     | 1.00                     | 1.00                     | \$34,271-\$45,698                  |
| Circulation Supervisor                | SS-5         | 1.00                     | 1.00                     | 1.00                     | \$35,558-\$45,045                  |
| Assistant Children's Librarian        | SS-4         | 1.00                     | 1.00                     | 1.00                     | \$32,525-\$41,203                  |
| Assistant Cataloger                   | SS-3         | 1.00                     | 1.00                     | 1.00                     | \$29,050-\$36,801                  |
| Administrative Assistant              | TS-3         | 1.00                     | 0.00                     | 0.00                     | \$29,050-\$36,801                  |
| Administrative Specialist             | TS-4         | 0.00                     | 1.00                     | 1.00                     | \$32,525-\$41,203                  |
| Library Assistant                     | SS-2         | 6.16                     | 6.16                     | 6.16                     | \$27,003-\$34,207                  |
| Reference Librarian PT                | NR-2         | 2.48                     | 2.48                     | 2.48                     | \$32,891-\$42,971                  |
| Library Page                          | Sch C        |                          |                          |                          | \$6.99-\$7.47/hour                 |
| <i>Subtotal:</i>                      |              | <i>18.64</i>             | <i>18.64</i>             | <i>18.64</i>             |                                    |

**2003 ANNUAL TOWN MEETING WARRANT**

| TITLE                        | GRADE | FUNDED<br>FY2001 | FUNDED<br>FY2002 | FUNDED<br>FY2003 | ANNUALIZED<br>SALARY RANGE |
|------------------------------|-------|------------------|------------------|------------------|----------------------------|
| <u>Park &amp; Recreation</u> |       |                  |                  |                  |                            |
| Director                     | M-2   | 1.00             | 1.00             | 1.00             | \$56,160-\$70,407          |
| Assistant Director           | PT-4  | 1.00             | 1.00             | 1.00             | \$38,346-\$50,101          |
| Administrative Specialist    | TS-4  | 1.00             | 1.00             | 1.00             | \$32,525-\$41,203          |
| Department Assistant 2       | TS-2  | <u>1.00</u>      | <u>1.00</u>      | <u>1.00</u>      | \$27,003-\$34,207          |
| <i>Subtotal:</i>             |       | <i>4.00</i>      | <i>4.00</i>      | <i>4.00</i>      |                            |
| Totals                       |       | 357.16           | 356.84           | 359.84           |                            |

**NEEDHAM PUBLIC SCHOOLS SALARY AND STAFFING SCHEDULE FY03**

| CLASSIFICATION                   | EMPLOYEES | NUMBER<br>OF FTE | SALARY<br>MINIMUM | SALARY MAXIMUM |
|----------------------------------|-----------|------------------|-------------------|----------------|
| Superintendent                   | 1.00      | 1.00             |                   | 125,000        |
| Central Administrators           | 3.00      | 3.00             | 91,844            | 106,965        |
| Director of Financial Operations | 1.00      | 1.00             | 69,443            | 84,564         |
| High School Principal            | 1.00      | 1.00             |                   | 106,965        |
| Middle School Principal          | 1.00      | 1.00             |                   | 101,365        |
| Elementary Principal             | 5.00      | 5.00             | 80,084            | 91,844         |
| High School Asst. Principal      | 2.00      | 2.00             | 66,976            | 90,783         |
| M.S. House Administrator         | 3.00      | 3.00             | 62,271            | 85,935         |
| Elementary Asst. Principal       | 2.00      | 1.50             | 51,855            | 77,175         |
| Director                         | 5.00      | 5.00             | 62,271            | 85,935         |
| Director of Special Education    | 3.00      | 3.00             | 62,271            | 85,935         |
| Department Chairs                | 6.00      | 3.40             | 55,008            | 82,079         |
| Teacher                          | 383.00    | 359.82           | 33,762            | 70,510         |
| Nurse                            | 9.00      | 7.25             | 33,762            | 54,931         |
| Instructional Assistants         | 82.00     | 57.47            | 13.15/hour        | 25.39/hour     |
| Permanent Substitute             | 4.00      |                  |                   | \$89.74/day    |
| Network Administrator            | 1.00      | 1.00             | 54,603            | 61,092         |
| School Office Assistants         | 20.00     | 8.24             | 9.01/hour         | 12.06/hour     |
| Mail Carrier/Production Center   | 1.00      | 1.00             | 13.71/hour        | 16.69/hour     |
| Secretary                        | 48.00     | 40.44            | 13.71/hour        | 23.25/hour     |
| Grants Coordinator               | 1.00      | 0.55             | 30,888            | 36,134         |
| Administrative Assistant         | 1.00      | 1.00             | 38,197            | 54,443         |
| Bus Driver                       | 1.00      | 0.84             |                   | 17.64/hour     |
| Transportation Coordinator       | 1.00      | 0.50             | 29,184            | 36,367         |
| Budget Analyst                   | 1.00      | 1.00             | 33,961            | 42,315         |
| Totals                           | 586.00    | 509.01           |                   |                |



# DEBT APPENDIX

# Town of Needham Debt Service Summary

| Project   | T.M. VOTE | APPR.     | Amount    | Issued   | Final Maturity | Rate       | Debt Service<br>2004 | Debt Service<br>2005 | Debt Service<br>2006 | Debt Service<br>2007 | Debt Service<br>2008 |
|---|-----------|-----------|-----------|----------|----------------|------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| GENERAL FUND  |           |           |           |          |                |            | \$2,649,476          | \$2,128,479          | \$2,087,302          | \$1,877,521          | \$1,633,435          |
| ENTERPRISE FUND RTS, Sewer and Water (Prior to Offsets)           |           |           |           |          |                |            | \$2,517,048          | \$2,883,288          | \$2,656,300          | \$2,008,123          | \$1,770,003          |
| DEBT EXCLUDED (Prior to Offsets)                                  |           |           |           |          |                |            | \$3,476,144          | \$3,457,959          | \$3,617,115          | \$3,670,023          | \$3,764,520          |
| TOTAL (Prior to Offsets)  |           |           |           |          |                |            | \$8,642,669          | \$8,469,725          | \$8,360,717          | \$7,555,666          | \$7,167,958          |
| GENERAL FUND WITHIN THE LEVY LIMIT - Issued, Authorized & Pending |           |           |           |          |                |            |                      |                      |                      |                      |                      |
| Community Septic Management Program                               | May-1997  | \$200,000 | \$85,894  | Dec-1999 | Aug-2019       | (see note) | \$8,901              | \$8,695              | \$8,483              | \$8,250              | \$7,999              |
| Stormwater Management Program (MWPAT 98-92)                       | May-1998  | NA        | \$422,874 | Sep-2001 | Aug-2019       | (see note) | \$40,113             | \$39,630             | \$39,138             | \$38,637             | \$38,122             |
| Computer Equipment  | May-1993  | \$600,000 | \$600,000 | Sep-1993 | Aug-2003       | 3.78%      | \$34,619             | PAID                 |                      |                      |                      |
| Fire Truck  | May-1992  | \$425,000 | \$425,000 | May-1996 | May-2006       | 4.74%      | \$45,860             | \$43,940             | \$41,980             | PAID                 |                      |
| Voting Machines   | May-1994  | \$80,000  | \$80,000  | May-1996 | May-2004       | 4.66%      | \$10,480             | PAID                 |                      |                      |                      |
| Technology Upgrade  | May-1998  | \$60,000  | \$55,000  | Jun-1999 | Jun-2004       | 4.81%      | \$10,400             | PAID                 |                      |                      |                      |
| DPW Vehicles  | May-1998  | \$469,500 | \$191,200 | Jun-1999 | Jun-2004       | 4.81%      | \$36,400             | PAID                 |                      |                      |                      |
| Fire Truck #2   | May-1998  | \$300,000 | \$300,000 | Jun-1999 | Jun-2009       | 4.45%      | \$37,650             | \$36,450             | \$35,213             | \$33,953             | \$32,663             |
| Sidewalk Repairs  | May-1998  | \$65,000  | \$65,000  | Jun-1999 | Jun-2004       | 4.87%      | \$10,400             | PAID                 |                      |                      |                      |
| DPW Roof  | May-1998  | \$275,000 | \$274,000 | Jun-1999 | Jun-2009       | 4.47%      | \$36,575             | \$30,375             | \$29,344             | \$28,294             | \$27,219             |
| Sidewalk Ramps  | May-1998  | \$50,000  | \$50,000  | Jun-1999 | Jun-2004       | 4.78%      | \$10,400             | PAID                 |                      |                      |                      |
| Chestnut Street Parking Lot                                       | Nov-1998  | \$425,000 | \$395,800 | Jun-1999 | Jun-2004       | 4.80%      | \$78,000             | PAID                 |                      |                      |                      |
| Telephone System  | May-1998  | \$300,000 | \$246,300 | Jun-2000 | Jun-2004       | 4.75%      | \$52,375             | PAID                 |                      |                      |                      |
| Hospital  | Nov-1992  | \$315,000 | \$315,000 | Feb-1993 | Nov-2004       | 4.44%      | \$28,186             | \$26,906             |                      |                      |                      |
| Newman School Repairs   | Nov-1992  | \$100,000 | \$100,000 | Sep-1993 | Aug-2003       | 3.78%      | \$10,205             | PAID                 |                      |                      |                      |



| Project                            | T.M. VOTE | APPR.     | Amount    | Issued   | Final Maturity | Rate  | Debt Service<br>2004 | Debt Service<br>2005 | Debt Service<br>2006 | Debt Service<br>2007 | Debt Service<br>2008 |
|------------------------------------|-----------|-----------|-----------|----------|----------------|-------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Needham Public School Repairs      | May-1995  | \$687,536 | \$527,000 | Jun-1996 | May-2006       | 4.74% | \$57,325             | \$54,925             | \$52,475             | PAID                 |                      |
| Pollard Middle School AV System    | May-1995  | \$457,400 | \$457,000 | Jun-1996 | May-2006       | 4.75% | \$51,593             | \$49,433             | \$47,228             | PAID                 |                      |
| Newman School Repairs              | May-1996  | \$360,000 | \$360,000 | Jun-1997 | Jun-2007       | 4.55% | \$61,568             | \$59,228             | \$56,836             | \$54,418             | PAID                 |
| Modular Classrooms                 | Feb-1997  | \$223,000 | \$223,000 | Jun-1997 | Jun-2007       | 4.50% | \$33,619             | \$22,269             | \$18,349             | \$12,558             | PAID                 |
| Newman School HVAC                 | May-1995  | \$687,536 | \$160,000 | Jun-1997 | Jun-2007       | 4.54% | \$28,949             | \$27,824             | \$19,674             | \$18,837             | PAID                 |
| Mitchell School Roof               | May-1997  | \$210,000 | \$190,000 | Jun-1998 | Jun-2004       | 3.97% | \$98,800             | PAID                 |                      |                      |                      |
| High School Roof                   | May-1998  | \$860,000 | \$805,000 | Jun-1999 | Jun-2009       | 4.38% | \$71,700             | \$144,900            | \$139,950            | \$134,910            | \$129,750            |
| High School Exterior Repairs       | May-1998  | \$210,000 | \$210,000 | Jun-1999 | Jun-2004       | 4.80% | \$41,600             | PAID                 |                      |                      |                      |
| Hillside School Boiler             | May-1998  | \$200,000 | \$200,000 | Jun-1999 | Jun-2004       | 4.78% | \$41,600             | PAID                 |                      |                      |                      |
| Elementary School Roofs            | May-1998  | \$60,000  | \$60,000  | Jun-1999 | Jun-2004       | 4.86% | \$10,400             | PAID                 |                      |                      |                      |
| High School Roof - Gym             | Nov-1998  | \$210,000 | \$171,900 | Jun-1999 | Jun-2009       | 4.49% | \$18,825             | \$18,225             | \$17,606             | \$16,976             | \$16,331             |
| Needham Public School Improvements | May-1999  | \$325,000 | \$313,000 | Jun-2000 | Jun-2005       | 4.80% | \$64,350             | \$31,500             | PAID                 |                      |                      |
| Needham Public School Computers    | May-1993  | \$130,000 | \$130,000 | Sep-1993 | Aug-2003       | 3.78% | \$13,267             | PAID                 |                      |                      |                      |
| Needham Public School Technology   | May-1998  | \$200,000 | \$200,000 | Jun-1999 | Jun-2004       | 4.78% | \$41,600             | PAID                 |                      |                      |                      |
| Needham Public School Equipment    | May-1999  | \$365,000 | \$335,700 | Jun-2000 | Jun-2005       | 4.82% | \$71,338             | \$68,250             | PAID                 |                      |                      |
| Needham Public School Technology   | May-1999  | \$263,000 | \$242,000 | Jun-2000 | Jun-2005       | 4.77% | \$42,400             | \$10,500             | PAID                 |                      |                      |
| Pollard School - HVAC              | May-1999  | \$12,000  | \$12,000  | PENDING  |                | 6.00% | \$2,120              |                      |                      |                      |                      |
| School Technology Plan Year 4 of 5 | May-1999  | \$21,000  | \$21,000  | PENDING  |                | 6.00% | \$12,951             |                      |                      |                      |                      |
| High School General Repairs        | Feb-2001  | \$750,000 | \$750,000 | PENDING  |                | 6.00% | \$186,000            | \$137,000            | \$130,400            | \$123,800            | \$127,200            |
| Hillside School Fire Alarm System  | Nov-2001  | \$125,000 | \$125,000 | PENDING  |                | 6.00% | \$47,700             |                      |                      |                      |                      |

# Town of Needham Debt Service Summary

| Project  | T.M. VOTE | APPR.       | Amount      | Issued  | Final Maturity | Rate  | Debt Service<br>2004 | Debt Service<br>2005 | Debt Service<br>2006 | Debt Service<br>2007 | Debt Service<br>2008 |
|--|-----------|-------------|-------------|---------|----------------|-------|----------------------|----------------------|----------------------|----------------------|----------------------|
| High School HVAC                               | Nov-2001  | \$330,000   | \$330,000   | PENDING |                | 6.00% | \$75,000             | \$61,400             | \$58,400             | \$55,400             | \$42,400             |
| Pollard Middle - Modular Classrooms            | Nov-2001  | \$1,712,000 | \$1,712,000 | PENDING |                | 6.00% | \$328,440            | \$267,078            | \$256,278            | \$245,478            | \$234,678            |
| High School HVAC                               | May-2002  | \$350,000   | \$350,000   | PENDING |                | 6.00% | \$76,000             | \$87,700             | \$88,500             | \$84,000             | \$79,500             |
| DPW - Vehicles                                 | May-1998  | \$11,500    | \$11,500    | PENDING |                | 6.00% | \$12,190             |                      |                      |                      |                      |
| Telephone System Upgrade                       | May-1998  | \$53,700    | \$53,700    | PENDING |                | 6.00% | \$21,222             | \$12,142             | \$16,542             | \$11,342             |                      |
| Road Improvements - Parish, Hillcrest/Highgate | May-1999  | \$204,200   | \$204,200   | PENDING |                | 6.00% | \$66,452             | \$34,000             | \$42,500             | \$50,400             | \$47,700             |
| Road Improvements - Henderson Street           | May-1999  | \$21,023    | \$21,023    | PENDING |                | 6.00% | \$21,224             |                      |                      |                      |                      |
| Technology - GIS                               | May-2000  | \$236,000   | \$236,000   | PENDING |                | 6.00% | \$61,880             | \$43,880             | \$41,780             | \$44,680             | \$40,280             |
| Road & Intersection Improvements               | May-2000  | \$900,000   | \$900,000   | PENDING |                | 6.00% | \$163,200            | \$136,000            | \$130,000            | \$124,000            | \$118,000            |
| Rosemary Pool Complex - Design                 | May-2000  | \$100,000   | \$100,000   | PENDING |                | 6.00% | \$19,500             | \$18,600             | \$22,700             | \$26,500             |                      |
| Road & Intersection Improvements               | May-2001  | \$1,000,000 | \$1,000,000 | PENDING |                | 6.00% | \$261,100            | \$208,800            | \$198,900            | \$199,000            | \$163,500            |
| Pool Repair - Rosemary                         | May-2001  | \$300,000   | \$300,000   | PENDING |                | 6.00% | \$27,200             | \$43,200             | \$51,400             | \$59,000             | \$56,000             |
| Fire Truck                                     | Nov-2002  | \$750,000   | \$750,000   | PENDING |                | 6.00% | \$12,000             | \$22,500             | \$195,000            | \$186,000            | \$177,000            |
| Parking Lot - Dedham Avenue                    | Nov-2002  | \$180,000   | \$180,000   | PENDING |                | 6.00% | \$55,800             | \$38,100             | \$36,300             | \$39,500             | \$42,400             |
| Roads and Intersections                        | PENDING   | \$500,000   | \$500,000   | PENDING |                | 6.00% |                      | \$172,515            | \$156,164            | \$140,794            | \$126,347            |
| Police & Fire Station Repairs                  | PENDING   | \$500,000   | \$500,000   | PENDING |                | 6.00% |                      | \$172,515            | \$156,164            | \$140,794            | \$126,347            |
| <b>TOTAL</b>                                   |           |             |             |         |                |       | \$2,649,476          | \$2,128,479          | \$2,087,302          | \$1,877,521          | \$1,633,435          |

## RTS ENTERPRISE FUND - Issued, Authorized & Pending

|                  |          |           |           |          |          |       |          |          |          |      |  |
|------------------|----------|-----------|-----------|----------|----------|-------|----------|----------|----------|------|--|
| Recycling Center | Nov-1995 | \$135,000 | \$135,000 | May-1996 | May-2006 | 4.72% | \$11,465 | \$10,985 | \$10,495 | PAID |  |
| Recycling Center | May-1993 | \$318,000 | \$318,000 | May-1996 | May-2006 | 4.72% | \$34,395 | \$32,955 | \$31,485 | PAID |  |



| Project                      | T.M. VOTE | APPR.     | Amount    | Issued   | Final Maturity | Rate  | Debt Service<br>2004 | Debt Service<br>2005 | Debt Service<br>2006 | Debt Service<br>2007 | Debt Service<br>2008 |
|------------------------------|-----------|-----------|-----------|----------|----------------|-------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Recycling Center - Road      | Nov-1995  | \$225,000 | \$225,000 | Jun-1996 | May-2006       | 4.74% | \$22,930             | \$21,970             | \$20,990             | PAID                 |                      |
| Recycling Center - Expansion | Nov-1995  | \$807,000 | \$807,000 | Jun-1997 | Jun-2007       | 4.53% | \$112,200            | \$118,015            | \$123,277            | \$113,022            | PAID                 |
| Equipment - Transfer Trailer | May-1998  | \$469,500 | \$87,800  | Jun-1999 | Jun-2004       | 4.84% | \$15,600             | PAID                 |                      |                      |                      |
| Retaining Wall Repairs       | May-2000  | \$150,000 | \$150,000 | Jun-2001 | Jun-2006       | 4.00% | \$33,600             | \$32,400             | \$31,200             | PAID                 |                      |
| Equipment - Transfer Trailer | May-1998  | \$40,000  | \$26,576  | PENDING  |                | 6.00% | \$28,171             |                      |                      |                      |                      |
| Trommel Screener             | Pending   | \$110,000 | \$110,000 | PENDING  |                | 6.00% |                      | \$28,600             | \$27,280             | \$25,960             | \$24,640             |
| <b>TOTAL</b>                 |           |           |           |          |                |       | \$258,361            | \$244,925            | \$244,727            | \$138,982            | \$24,640             |

**SEWER ENTERPRISE FUND - Issued, Authorized & Pending**

|  |          |           |             |          |          |            |           |           |           |           |           |
|--|----------|-----------|-------------|----------|----------|------------|-----------|-----------|-----------|-----------|-----------|
| Sewer - MWPAT 97-13 (AREA 19-1)        | May-1996 | NA        | \$91,400    | Dec-1998 | Aug-2018 | (see note) | \$7,570   | \$7,406   | \$7,340   | \$7,249   | \$7,131   |
| Sewer - MWPAT 97-33 - Master Plan      | May-1996 | NA        | \$243,300   | Dec-1998 | Aug-2018 | (see note) | \$20,038  | \$19,802  | \$19,558  | \$19,249  | \$19,069  |
| Sewer - MWPAT 98-10 - Webster Street   | May-1996 | NA        | \$175,500   | Dec-1998 | Aug-2018 | (see note) | \$14,467  | \$14,253  | \$14,133  | \$13,964  | \$13,744  |
| Sewer - MWPAT 97-63 - Marked Tree Road | May-1996 | NA        | \$1,261,272 | Oct-2000 | Aug-2018 | (see note) | \$113,207 | \$111,842 | \$110,532 | \$109,142 | \$107,749 |
| Sewer System Improvements MWPAT 95-01  | Nov-1992 | NA        | \$310,656   | Aug-2001 | Feb-2015 | (see note) | \$32,560  | \$32,577  | \$32,494  | \$32,559  | \$32,598  |
| Sewer System Repairs and Updates       | May-1989 | \$675,000 | \$165,000   | Sep-1993 | Aug-2003 | 3.78%      | \$16,838  | PAID      |           |           |           |
| Sewer System Repairs and Updates       | May-1992 | \$250,000 | \$250,000   | Jun-1996 | May-2006 | 4.75%      | \$28,663  | \$27,463  | \$26,238  | PAID      |           |
| Sewer System Repairs and Updates       | May-1993 | \$250,000 | \$250,000   | Jun-1996 | May-2006 | 4.75%      | \$28,663  | \$27,463  | \$26,238  | PAID      |           |
| Sewer System Repairs and Updates       | May-1994 | \$700,000 | \$600,000   | Jun-1996 | May-2006 | 4.75%      | \$68,790  | \$65,910  | \$62,970  | PAID      |           |
| Great Plain Avenue Pump Station        | May-1995 | \$650,000 | \$650,000   | Jun-1996 | May-2006 | 4.75%      | \$74,523  | \$71,403  | \$68,218  | PAID      |           |
| Sewer System EPA Stormwater            | May-1996 | \$100,000 | \$100,000   | Jun-1998 | Jun-2004 | 3.97%      | \$52,000  | PAID      |           |           |           |
| Sewer System Designs                   | May-1997 | \$150,000 | \$143,500   | Jun-1998 | Jun-2004 | 3.91%      | \$5,200   | PAID      |           |           |           |

## Town of Needham

| Project                                    | T.M. VOTE | APPR.       | Amount      | Issued   | Final Maturity | Rate  | Debt Service<br>2004 | Debt Service<br>2005 | Debt Service<br>2006 | Debt Service<br>2007 | Debt Service<br>2008 |
|--|-----------|-------------|-------------|----------|----------------|-------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Sewer System Designs (Area 19-1)           | Oct-1996  | \$175,000   | \$25,500    | Jun-1999 | Jun-2004       | 4.79% | \$5,200              | PAID                 |                      |                      |                      |
| Webster Street Sewers                      | May-1997  | \$42,000    | \$4,989     | Jun-1999 | Jun-2004       | 4.96% | \$1,040              | PAID                 |                      |                      |                      |
| Webster Street Sewers                      | May-1997  | \$217,000   | \$39,511    | Jun-1999 | Jun-2004       | 4.78% | \$4,160              | PAID                 |                      |                      |                      |
| Equipment                                  | May-1998  | \$469,500   | \$99,500    | Jun-1999 | Jun-2004       | 4.87% | \$15,600             | PAID                 |                      |                      |                      |
| West Street Force Main                     | May-1998  | \$1,194,000 | \$881,800   | Jun-1999 | Jun-2019       | 4.83% | \$71,040             | \$69,640             | \$68,196             | \$71,736             | \$70,006             |
| West Street Pumping Station                | May-1998  | \$2,250,000 | \$1,939,000 | Jun-1999 | Jun-2019       | 4.83% | \$154,174            | \$151,174            | \$153,080            | \$154,720            | \$151,065            |
| West Street Pumping Station                | May-1998  | \$2,250,000 | \$35,700    | Jun-2000 | Jun-2005       | 4.82% | \$5,488              | \$5,250              | PAID                 |                      |                      |
| Equipment                                  | Nov-2000  | \$880,000   | \$333,685   | Sep-2001 | Aug-2006       |       | \$66,737             | \$66,737             | \$66,737             | \$66,737             | PAID                 |
| Sewer Systems - Plans & Specifications     | Oct-1996  | \$5,624     | \$5,624     | PENDING  |                | 6.00% | \$432                | \$4,452              |                      |                      |                      |
| Sewer System Rehab Design - Brookline      | May-1997  | \$6,500     | \$6,500     | PENDING  |                | 6.00% | \$6,890              |                      |                      |                      |                      |
| Sewer - Pump Station - West St.            | May-1998  | \$275,300   | \$275,300   | PENDING  |                | 6.00% | \$67,000             | \$59,000             | \$56,000             | \$28,000             | \$26,500             |
| Sewer Rehab Designs - Carol/Frank/Newman   | May-1999  | \$125,000   | \$125,000   | PENDING  |                | 6.00% | \$56,559             | \$29,556             | \$28,056             | \$11,556             | \$16,897             |
| Sewer - Emergency Generator                | Nov-2000  | \$100,000   | \$100,000   | PENDING  |                | 6.00% | \$29,500             | \$28,000             | \$26,500             |                      |                      |
| Sewer Rehab - Carol/Frank/Newman           | Nov-2000  | \$546,315   | \$546,315   | PENDING  |                | 6.00% | \$79,040             | \$76,040             | \$73,040             | \$70,040             | \$67,040             |
| Sewer System Rehab - Sportsmen's Pond Area | May-2001  | \$130,000   | \$130,000   | PENDING  |                | 6.00% | \$33,800             | \$32,240             | \$30,680             | \$29,120             | \$27,560             |
| Sewer Pump Station - Richardson Drive      | May-2001  | \$100,000   | \$100,000   | PENDING  |                | 6.00% | \$31,000             | \$29,500             | \$28,000             | \$26,500             |                      |
| Sewer System Rehab Design                  | May-2001  | \$150,000   | \$150,000   | PENDING  |                | 6.00% | \$51,410             | \$34,770             | \$32,970             | \$30,670             |                      |
| Sewer Force Main - Richardson Drive        | Nov-2002  | \$500,000   | \$500,000   | PENDING  |                | 6.00% | \$15,000             | \$90,000             | \$81,400             | \$78,100             | \$74,800             |
| Sewer Pump Station Design GPA              | Nov-2002  | \$50,000    | \$50,000    | PENDING  |                | 6.00% | \$1,500              | \$15,500             | \$14,750             | \$14,000             | \$13,250             |
| Sewer Pump Station Design GPA              | Pending   | \$50,000    | \$50,000    | PENDING  |                | 6.00% |                      | \$16,000             | \$15,400             | \$14,800             | \$14,200             |



| Project   | T.M. VOTE | APPR.       | Amount      | Issued   | Final Maturity | Rate  | Debt Service<br>2004 | Debt Service<br>2005 | Debt Service<br>2006 | Debt Service<br>2007 | Debt Service<br>2008 |
|---|-----------|-------------|-------------|----------|----------------|-------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Sewer System Rehabilitation Area 1, 3, & 4                      | Pending   | \$1,000,000 | \$1,000,000 | PENDING  |                | 6.00% |                      | \$160,000            | \$154,000            | \$128,000            | \$123,200            |
| <b>TOTAL</b>  |           |             |             |          |                |       | \$1,153,087          | \$1,245,977          | \$1,196,529          | \$896,131            | \$764,809            |
| <b>WATER ENTERPRISE FUND - Issued, Authorized &amp; Pending</b> |           |             |             |          |                |       |                      |                      |                      |                      |                      |
| Water System Repairs and Improvements                           | May-1992  | \$700,000   | \$700,000   | Sep-1993 | Aug-2003       | 3.77% | \$57,736 PAID        |                      |                      |                      |                      |
| Water System Repairs and Improvements                           | May-1993  | \$500,000   | \$200,000   | Jun-1996 | May-2006       | 4.75% | \$22,930             | \$21,970             | \$20,990 PAID        |                      |                      |
| Water System Repairs and Improvements                           | May-1994  | \$500,000   | \$500,000   | Jun-1996 | May-2006       | 4.75% | \$57,325             | \$54,925             | \$52,475 PAID        |                      |                      |
| Water Treatment Facility  | Nov-1997  | \$3,635,000 | \$37,592    | May-1999 | May-2004       | ZERO  | \$7,518 PAID         |                      |                      |                      |                      |
| Water Treatment Facility  | May-1996  | \$3,000,000 | \$2,665,000 | Jun-1999 | Jun-2019       | 4.83% | \$208,379            | \$209,379            | \$210,048            | \$210,428            | \$210,483            |
| Water Treatment Facility  | Nov-1997  | \$3,635,000 | \$3,090,000 | Jun-1999 | Jun-2019       | 4.83% | \$241,095            | \$241,495            | \$241,545            | \$246,295            | \$245,490            |
| Water System Equipment  | May-1998  | \$469,500   | \$79,500    | Jun-1999 | Jun-2004       | 4.80% | \$15,600 PAID        |                      |                      |                      |                      |
| Water Treatment Facility  | Nov-1997  | \$3,635,000 | \$265,500   | Jun-2000 | Jun-2005       | 4.86% | \$72,088             | \$84,000 PAID        |                      |                      |                      |
| Broadmeadow Water System Improvement                            | Nov-2000  | \$400,000   | \$257,304   | Jul-2001 | Aug-2011       | ZERO  | \$25,730             | \$25,730             | \$25,730             | \$25,730             | \$25,730             |
| Water Systems - Fire Flow Improvements                          | May-2000  | \$150,000   | \$150,000   | PENDING  |                | 6.00% | \$109,506            | \$53,000             |                      |                      |                      |
| Water Main Designs - Broad Meadow Rd                            | May-2000  | \$60,000    | \$60,000    | PENDING  |                | 6.00% | \$24,380             |                      |                      |                      |                      |
| Water Mains - Broad Meadow Rd                                   | Nov-2000  | \$142,696   | \$142,696   | PENDING  |                | 6.00% | \$67,790             | \$23,637             | \$22,437             | \$11,237             | \$11,251             |
| Water System Rehabilitation                                     | May-2001  | \$665,000   | \$665,000   | PENDING  |                | 6.00% | \$171,400            | \$163,420            | \$155,440            | \$64,460             | \$61,460             |
| Water Service Connections                                       | Nov-2002  | \$100,000   | \$100,000   | PENDING  |                | 6.00% | \$3,000              | \$31,000             | \$29,500             | \$28,000             | \$26,500             |
| Water Main Replacement - Kendrick                               | Nov-2002  | \$115,000   | \$115,000   | PENDING  |                | 6.00% |                      | \$31,900             | \$30,400             | \$28,900             | \$22,400             |
| Water System Improvement Designs                                | Nov-2002  | \$105,000   | \$105,000   | PENDING  |                | 6.00% | \$3,224              | \$36,300             | \$29,500             | \$28,000             | \$26,500             |
| Water Pump Station Design St. Mary's                            | Nov-2002  | \$300,000   | \$300,000   | PENDING  |                | 6.00% | \$17,900             | \$93,000             | \$88,500             | \$35,100             | \$69,500             |

# Town of Needham Debt Service Summary

| Project  | T.M. VOTE | APPR.        | Amount       | Issued   | Final Maturity | Rate  | Debt Service<br>2004 | Debt Service<br>2005 | Debt Service<br>2006 | Debt Service<br>2007 | Debt Service<br>2008 |
|--|-----------|--------------|--------------|----------|----------------|-------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Water System Rehabilitation (Webster, Greendale, Brookl          | Pending   | \$900,500    | \$900,500    | PENDING  |                | 6.00% |                      | \$144,530            | \$138,600            | \$133,200            | \$127,800            |
| Water System Rehabilitation (GPA)                                | Pending   | \$535,000    | \$535,000    | PENDING  |                | 6.00% |                      | \$139,100            | \$132,680            | \$126,260            | \$119,840            |
| Water Storage Tank Maintenance                                   | Pending   | \$150,000    | \$150,000    | PENDING  |                | 6.00% |                      | \$39,000             | \$37,200             | \$35,400             | \$33,600             |
| <b>TOTAL</b>   |           |              |              |          |                |       | <b>\$1,105,601</b>   | <b>\$1,392,386</b>   | <b>\$1,215,045</b>   | <b>\$973,010</b>     | <b>\$980,554</b>     |
| <b>DEBT EXCLUDED FROM THE LEVY LIMIT - Issued and Authorized</b> |           |              |              |          |                |       |                      |                      |                      |                      |                      |
| Wiswall Land Acquisition   | Nov-2000  | \$2,000,000  | \$1,930,000  | Jun-2001 | Jun-2011       | 4.00% | \$256,600            | \$248,800            | \$241,000            | \$233,200            | \$220,400            |
| Pollard Middle School Renovations                                | May-1992  | \$6,995,000  | \$6,444,000  | Feb-1993 | Nov-2004       | 4.26% | \$79,189             | \$75,594             | PAID                 |                      |                      |
| Newman School Renovations  | Oct-1996  | \$5,750,000  | \$3,800,000  | Jun-1997 | Jun-2007       | 4.53% | \$485,090            | \$486,865            | \$487,315            | \$486,623            | PAID                 |
| Newman School Renovations  | Oct-1996  | \$5,750,000  | \$152,000    | Jun-2000 | Jun-2005       | 4.83% | \$32,925             | \$31,500             | PAID                 |                      |                      |
| High Rock School Repairs   | May-2000  | \$207,000    | \$125,000    | Jun-2001 | Jun-2006       | 4.00% | \$28,000             | \$27,000             | \$26,000             | PAID                 |                      |
| High School Renovations  | May-2000  | \$5,350,000  | \$5,350,000  | Jun-2001 | Jun-2011       | 4.00% | \$706,200            | \$684,800            | \$663,400            | \$642,000            | \$620,600            |
| Newman School Renovations  | May-2000  | \$400,000    | \$182,500    | Jun-2001 | Jun-2006       | 4.00% | \$44,000             | \$32,400             | \$31,200             | PAID                 |                      |
| Newman School Renovations  | Oct-1996  | \$128,000    | \$128,000    | NA       |                | st    | \$131,840            |                      |                      |                      |                      |
| Broadmeadow School Renovations                                   | May-2000  | \$14,560,000 | \$14,560,000 | PENDING  |                | 6.00% | \$985,000            | \$1,451,000          | \$1,748,200          | \$1,888,200          | \$1,406,200          |
| Eliot School Renovation and Construction                         | May-2000  | \$13,622,000 | \$13,622,000 | PENDING  |                | 6.00% | \$305,000            | \$420,000            | \$420,000            | \$420,000            | \$1,517,320          |
| Newman School Renovations  | May-2002  | \$410,000    | \$410,000    | NA       |                | st    | \$422,300            |                      |                      |                      |                      |
| <b>TOTAL</b>   |           |              |              |          |                |       | <b>\$3,476,144</b>   | <b>\$3,457,959</b>   | <b>\$3,617,115</b>   | <b>\$3,670,023</b>   | <b>\$3,764,520</b>   |

T.M. VOTE = the month and year Town Meeting appropriated and authorized the project (PENDING = article has not yet been acted upon by Town Meeting)

Amount = the value of the bond that was issued or is expected to be issued.

Issued = the month and year that the bond was issued (PENDING = bond has not yet been issued as of the printing date of this schedule, NA = financing will be done with a note only, no permanent bond will be issued)

Final Maturity = the month and year of the last principal payment is to be made.

Rate = the average rate of interest paid on the bond during the amortization period, pending issues are assumed at 6% for planning purposes (st = issue is scheduled to be financed with short term instruments only)

Bonds financed through the MWPAT do carry a rate of interest, but due to the unique financing program the interest rate is not calculated. In most instances the Town repays less than it had borrowed from the MWPAT









# **SPECIAL TOWN MEETING**

## **WARRANT**



# **TOWN OF NEEDHAM**

**MONDAY, MAY 12, 2003**

**7:30 P. M.**

**NEWMAN ELEMENTARY SCHOOL**

**CENTRAL AVENUE**

**NEEDHAM**

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Newman Elementary School:

**MONDAY, THE TWELFTH OF MAY, 2003**

at seven-thirty in the afternoon, then and there to act upon the following articles, viz:

**ARTICLE 1: APPROPRIATE FOR HILLSIDE SCHOOL ROOF REPLACEMENT/REPAIR**

To see if the Town will vote to raise, appropriate and/or transfer \$400,000 for Hillside School roof replacement/repair, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow under MGL chapter 44, Section 7, Chapter 70B, or any other enabling authority; and to authorize the School Committee to apply for any grants or other funds to defray the cost of said project; or take any other action relative thereto.

INSERTED BY: Board of Selectmen / School Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 1 Explanation:* The 31,291 square foot roof on the Hillside Elementary School failed during the winter of 2002/2003. An engineering assessment performed in 2001 noted numerous deficiencies in the existing PVC roof membrane. An evaluation performed in 2003 indicates the need for immediate replacement. The existing roof dates to 1982 and had a warranty of only ten years.

---

**ARTICLE 2: APPROPRIATE FOR HIGH SCHOOL ROOF REPLACEMENT/REPAIR**

To see if the Town will vote to raise, appropriate and/or transfer a sum of money for High School roof replacement/repair, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow under MGL chapter 44, Section 7, Chapter 70B, or any other enabling authority; and to authorize the School Committee to apply for any grants or other funds to defray the cost of said project; or take any other action relative thereto.

INSERTED BY: Board of Selectmen / School Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 2 Explanation:* The 30,000 square foot roof on the Math/Science Wing of the Needham High School failed during the winter of 2002/2003. An engineering assessment performed in 2001 and a subsequent assessment performed in 2003 indicates the need for immediate replacement of the existing roof. The existing PVC membrane roof was installed in 1984 and had a ten year warranty. The Town is continuing to study options for replacing the roof in conjunction with other potential renovations and capital improvements at the High School. Further information and recommendations will be presented at Town Meeting.

---



**ARTICLE 3:**                    **AMEND FY2003 OPERATING BUDGET**

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2003 Operating Budget adopted under Article 12 of the May 2002 Annual Town Meeting, and amended under Article 33 of the November 13, 2002 Special Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

| <b>Line</b>        |  |                             |                           |
|--------------------|--|-----------------------------|---------------------------|
| <b><u>Item</u></b> | <b><u>Appropriation</u></b>            | <b><u>Changing From</u></b> | <b><u>Changing To</u></b> |
| 401                | Police, Salaries                       | \$3,832,858                 | \$3,838,209               |
| 404                | Police, Capital Outlay                 | \$133,900                   | \$128,549                 |
| 406                | Fire, Purchase of Service              | \$78,699                    | \$83,699                  |
| 407                | Fire, Expenses                         | \$151,033                   | \$146,033                 |
| 501                | Public Works Salaries                  | \$2,549,737                 | To be determined          |
| 502                | Public Works, Purchase of Service      | \$486,901                   | To be determined          |
| 503                | Public Works, Expenses                 | \$295,750                   | To be determined          |
| 504                | Public Works, Capital Outlay           | \$0                         | To be determined          |
| 506                | Bldg. Maintenance, Salaries            | \$2,206,415                 | \$2,191,415               |
| 507                | Bldg. Maintenance, Purchase of Service | \$1,565,975                 | \$1,595,975               |
| 508                | Bldg. Maintenance, Expenses            | \$306,935                   | \$291,935                 |
| 709                | Board of Appeals, Salaries             | \$13,894                    | \$15,894                  |
| 711                | Board of Appeals, Purchase of Service  | \$4,040                     | \$2,040                   |

or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

---

**ARTICLE 4:**                    **AMEND FY2003 WATER ENTERPRISE FUND BUDGET**

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2003 Water Enterprise Fund Budget adopted under Article 13 of the 2002 Annual Town Meeting, and amended under Article 34 of the November 13, 2002 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F1/2:

| <b>Line</b>        |                             |                             |                           |
|--------------------|-----------------------------|-----------------------------|---------------------------|
| <b><u>Item</u></b> | <b><u>Appropriation</u></b> | <b><u>Changing From</u></b> | <b><u>Changing To</u></b> |
| 901                | Salaries                    | \$743,963                   | \$710,963                 |
| 902                | Purchase of Service         | \$322,080                   | \$355,080                 |

or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 4 Explanation: This transfer will fund the repair of one well pump and the redevelopment of two wells at the Charles River Water Treatment Facility.*

---

**ARTICLE 5:                    AMEND FY2003 WASTEWATER ENTERPRISE FUND BUDGET**

To see if the Town will vote to amend and supersede certain parts of the FY03 Wastewater Enterprise Fund Budget adopted under Article 14 of the 2002 Annual Town Meeting, and amended under Article 35 of the November 13, 2002 Special Town Meeting, by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F1/2;

| <u>Line</u> |                      |                      |                    |
|-------------|----------------------|----------------------|--------------------|
| <u>Item</u> | <u>Appropriation</u> | <u>Changing From</u> | <u>Changing To</u> |
| 908         | Salaries             | \$458,614            | \$438,614          |
| 911         | Capital Outlay       | \$0                  | \$20,000           |

or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

*Article 5 Explanation: This transfer will allow for the purchase and installation of a channel grinder in the wet well of the Kendrick Street Sewer Pump Station. Potentially hazardous wastewater discharges to the station have created conditions that require special air testing, ventilation and the use of breathing apparatus for the routine daily entry of the wet well to remove debris from the bar racks. The grinder will minimize the need for direct entry.*

---

**ARTICLE 6:                    AMEND FY2003 SOLID WASTE/RECYCLING ENTERPRISE FUND BUDGET**

To see if the Town will vote to amend and supersede certain parts of the FY03 Solid Waste/Recycling Enterprise Fund Budget adopted under Article 15 of the 2002 Annual Town Meeting by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F1/2;

| <u>Line</u> |                      |                      |                    |
|-------------|----------------------|----------------------|--------------------|
| <u>Item</u> | <u>Appropriation</u> | <u>Changing From</u> | <u>Changing To</u> |
| 916         | Purchase of Service  | \$859,700            | \$904,200          |

and further that the items be funded by a transfer from the Solid Waste Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

*Article 6 Explanation: This transfer from retained earnings is requested in order to pay for an additional 400 tons of municipal solid waste projected to be received by the end of the fiscal year and the repair of a large overhead door at the transfer station building. The additional tonnage results partly from the use of the RTS by the Town of Wellesley after a fire prevented use of their facility for a short period. The transfer for additional tonnage will be offset by additional revenue.*

---



And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 8<sup>th</sup> day of April 2003.

Gerald A. Wasserman, Chairman  
Colleen F. Schaller, Vice Chairman  
Daniel P. Matthews  
William M. Powers  
John H. Cogswell

Selectmen of Needham

A TRUE COPY

Attest:

Constable:

T:\Town Administrator\2003warrantinfo\5.12.03STWARRANT.doc

**Town Clerk's Office  
Needham, MA 02492**

**First Class Mail  
U.S. Postage Paid  
Needham, MA  
Permit No. 58224**

**ATTN: SPECIAL TOWN MEETING WARRANT**



# **TOWN OF NEEDHAM**



**FISCAL YEAR 2003**

**TOWN CLERK'S RECORDS**

**OF THE**

**STATE PRIMARY**

**Tuesday, September 17, 2002**

**STATE ELECTION**

**Tuesday, November 15, 2002**

**SPECIAL TOWN MEETING**

**Monday, November 13, 2002**

**ANNUAL TOWN ELECTION**

**Monday, April 14, 2003**

**ANNUAL TOWN MEETING**

**Monday, May 5, 2003**

**SPECIAL TOWN MEETING**

**Monday, May 12, 2003**





# **TOWN OF NEEDHAM**



**FISCAL YEAR 2003**

**TOWN CLERK'S RECORDS**

**OF THE**

**STATE PRIMARY  
Tuesday, September 17, 2002**

**STATE ELECTION  
Tuesday, November 5, 2002**

**SPECIAL TOWN MEETING  
Monday, November 13, 2002**

**ANNUAL TOWN ELECTION  
Monday, April 14, 2003**

**ANNUAL TOWN MEETING  
Monday, May 5, 2003**

**SPECIAL TOWN MEETING  
Monday, May 12, 2003**





**RECORD OF THE STATE PRIMARY****Tuesday, September 17, 2002**

Pursuant to a Warrant issued by the Selectmen August 20, 2002 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the seventeenth day of September in the year 2002 at seven o'clock in the forenoon for the purpose of nominating State and Country officers. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the Precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium  
 Precinct B - Hillside School - Gymnasium  
 Precinct C - Newman School - Gymnasium  
 Precinct D - High Rock School - Gymnasium  
 Precinct E - Pollard Middle School - Room 226  
 Precinct F - Stephen Palmer Community Room  
 Precinct G - Needham Public Library Community Room  
 Precinct H - Needham Public Library Community Room  
 Precinct I - William Mitchell School - Gymnasium  
 Precinct J - William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

The ballot box returns in the Precincts were as follows:

| <u>PRECINCTS</u> | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> |
|------------------|----------|----------|----------|----------|----------|
| 7:00 A.M.        | 9        | 0        | 0        | 0        | 0        |
| 8:00 A.M.        | 54       | 42       | 54       | 70       | 53       |
| 9:00 A.M.        | 78       | 107      | 118      | 102      | 91       |
| 10:00 A.M.       | 140      | 144      | 160      | 145      | 157      |
| 11:00 A.M.       | 175      | 218      | 200      | 186      | 204      |
| 12:00 NOON       | 206      | 284      | 228      | 226      | 247      |
| 1:00 P.M.        | 235      | 296      | 260      | 257      | 266      |
| 2:00 P.M.        | 281      | 355      | 293      | 286      | 301      |
| 3:00 P.M.        | 297      | 388      | 330      | 321      | 331      |
| 4:00 P.M.        | 334      | 445      | 378      | 368      | 380      |
| 5:00 P.M.        | 378      | 481      | 423      | 425      | 460      |
| 6:00 P.M.        | 443      | 541      | 485      | 490      | 551      |
| 7:00 P.M.        | 529      | 615      | 579      | 577      | 657      |
| 8:00 P.M.        | 576      | 686      | 655      | 655      | 757      |

| <u>PRECINCTS</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> |
|------------------|----------|----------|----------|----------|----------|
| 7:00 A.M.        | 0        | 0        | 0        | 0        | 6        |
| 8:00 A.M.        | 76       | 54       | 67       | 61       | 55       |
| 9:00 A.M.        | 149      | 128      | 150      | 146      | 112      |
| 10:00 A.M.       | 196      | 156      | 185      | 179      | 146      |
| 11:00 A.M.       | 241      | 196      | 220      | 232      | 187      |
| 12:00 NOON       | 291      | 240      | 271      | 287      | 237      |
| 1:00 P.M.        | 336      | 274      | 317      | 313      | 268      |
| 2:00 P.M.        | 379      | 310      | 370      | 344      | 295      |
| 3:00 P.M.        | 423      | 340      | 421      | 379      | 318      |
| 4:00 P.M.        | 460      | 374      | 469      | 420      | 354      |
| 5:00 P.M.        | 546      | 445      | 529      | 471      | 402      |
| 6:00 P.M.        | 607      | 524      | 607      | 566      | 471      |
| 7:00 P.M.        | 697      | 635      | 709      | 711      | 554      |
| 8:00 P.M.        | 776      | 740      | 810      | 842      | 614      |

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 10:15 P.M., September 17, 2002.

The total number of votes cast was as follows:

|              | <b>Democrat</b> | <b>Republican</b> | <b>Libertarian</b> | <b>Green</b> | <b>Total</b> |
|--------------|-----------------|-------------------|--------------------|--------------|--------------|
| Precinct A   | 436             | 139               | 1                  | 0            | 576          |
| Precinct B   | 452             | 234               | 0                  | 0            | 686          |
| Precinct C   | 482             | 172               | 0                  | 1            | 655          |
| Precinct D   | 480             | 174               | 0                  | 1            | 655          |
| Precinct E   | 531             | 222               | 3                  | 1            | 757          |
| Precinct F   | 592             | 183               | 0                  | 1            | 776          |
| Precinct G   | 538             | 201               | 1                  | 0            | 740          |
| Precinct H   | 578             | 231               | 1                  | 0            | 810          |
| Precinct I   | 634             | 208               | 0                  | 0            | 842          |
| Precinct J   | 454             | 159               | 0                  | 1            | 614          |
| <b>TOTAL</b> | <b>5,177</b>    | <b>1,923</b>      | <b>6</b>           | <b>5</b>     | <b>7,111</b> |

(The absentee ballots are included in the Total Vote)

**TOTAL VOTE CAST - 7,111**

**(38.32% of Registered Voters)**

The results of the balloting was s follows:

|                                   | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> | <u>TOTAL</u> |
|-----------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| <b><u>DEMOCRATIC PARTY</u></b>    |          |          |          |          |          |          |          |          |          |          |              |
| Total # of Votes Cast             | 436      | 452      | 482      | 480      | 531      | 592      | 538      | 578      | 634      | 454      | 5,177        |
| <b><u>SENATOR IN CONGRESS</u></b> |          |          |          |          |          |          |          |          |          |          |              |
| John F. Kerry                     | 362      | 396      | 401      | 393      | 435      | 511      | 460      | 475      | 552      | 379      | 4,364        |
| Scattered Write-Ins 2             | 3        | 1        | 1        | 3        | 8        | 3        | 2        | 2        | 1        | 26       |              |
| Blanks                            | 72       | 53       | 80       | 86       | 93       | 73       | 75       | 101      | 80       | 74       | 787          |
| <b><u>GOVERNOR</u></b>            |          |          |          |          |          |          |          |          |          |          |              |
| Thomas F. Birmingham              | 53       | 52       | 54       | 65       | 61       | 66       | 85       | 90       | 76       | 57       | 659          |
| Steven Grossman                   | 2        | 2        | 7        | 3        | 1        | 1        | 2        | 4        | 4        | 1        | 27           |
| Shannon P. O'Brien                | 136      | 155      | 163      | 146      | 201      | 196      | 195      | 144      | 212      | 158      | 1,706        |
| Robert B. Reich                   | 176      | 179      | 199      | 198      | 191      | 233      | 172      | 225      | 249      | 171      | 1,993        |
| Warren E. Tolman                  | 65       | 62       | 55       | 66       | 71       | 92       | 82       | 110      | 88       | 64       | 755          |
| Scattered Write-Ins               | 2        | 1        | 0        | 0        | 2        | 0        | 0        | 1        | 0        | 0        | 6            |
| Blanks                            | 2        | 1        | 4        | 2        | 4        | 4        | 2        | 4        | 5        | 3        | 33           |
| <b><u>LIEUTENANT GOVERNOR</u></b> |          |          |          |          |          |          |          |          |          |          |              |
| Christopher F. Gabrieli           | 149      | 148      | 143      | 153      | 184      | 187      | 178      | 185      | 210      | 153      | 1,690        |
| Lois G. Pines                     | 192      | 215      | 225      | 203      | 214      | 285      | 217      | 237      | 286      | 200      | 2,274        |
| John P. Slattery                  | 61       | 58       | 69       | 71       | 82       | 69       | 86       | 102      | 74       | 71       | 743          |
| Scattered Write-Ins               | 0        | 0        | 0        | 0        | 1        | 0        | 0        | 0        | 2        | 0        | 3            |
| Blanks                            | 34       | 31       | 45       | 53       | 50       | 51       | 57       | 54       | 62       | 30       | 467          |
| <b><u>ATTORNEY GENERAL</u></b>    |          |          |          |          |          |          |          |          |          |          |              |
| Thomas F. Reilly                  | 328      | 324      | 349      | 341      | 381      | 428      | 388      | 425      | 477      | 326      | 3,767        |
| Scattered Write-Ins               | 0        | 1        | 0        | 0        | 3        | 2        | 3        | 0        | 3        | 0        | 12           |
| Blanks                            | 108      | 127      | 133      | 139      | 147      | 162      | 147      | 153      | 154      | 128      | 1,398        |
| <b><u>SECRETARY OF STATE</u></b>  |          |          |          |          |          |          |          |          |          |          |              |
| William Francis Galvin            | 312      | 306      | 319      | 327      | 355      | 404      | 371      | 409      | 440      | 301      | 3,544        |
| Scattered Write-Ins               | 0        | 1        | 1        | 1        | 2        | 2        | 0        | 2        | 2        | 2        | 13           |
| Blanks                            | 124      | 145      | 162      | 152      | 174      | 186      | 167      | 167      | 192      | 151      | 1,620        |
| <b><u>TREASURER</u></b>           |          |          |          |          |          |          |          |          |          |          |              |
| Michael P. Cahill                 | 15       | 28       | 18       | 15       | 10       | 28       | 22       | 23       | 20       | 9        | 188          |
| Timothy P. Cahill                 | 91       | 88       | 102      | 111      | 119      | 114      | 124      | 150      | 156      | 95       | 1,150        |
| Stephen J. Murphy                 | 36       | 22       | 14       | 35       | 29       | 34       | 47       | 41       | 41       | 27       | 326          |
| James W. Segel                    | 247      | 259      | 297      | 252      | 311      | 338      | 275      | 298      | 321      | 259      | 2,857        |
| Scattered Write-Ins               | 0        | 0        | 0        | 0        | 1        | 0        | 0        | 0        | 0        | 0        | 1            |
| Blanks                            | 47       | 55       | 51       | 67       | 61       | 78       | 70       | 66       | 96       | 64       | 655          |



**A      B      C      D      E      F      G      H      I      J      TOTAL**

**DEMOCRATIC PARTY****AUDITOR**

|                     |     |     |     |     |     |     |     |     |     |     |       |
|---------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| A. Joseph DeNucci   | 298 | 283 | 301 | 303 | 327 | 381 | 352 | 378 | 394 | 282 | 3,305 |
| Scattered Write-Ins | 0   | 1   | 2   | 0   | 0   | 1   | 2   | 0   | 1   | 2   | 9     |
| Blanks              | 138 | 168 | 179 | 177 | 204 | 204 | 184 | 200 | 239 | 170 | 1,863 |

**REPRESENTATIVE IN CONGRESS (Ninth District)**

|                          |     |     |     |     |     |     |     |     |     |     |       |
|--------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| Stephen F. Lynch         | 258 | 236 | 268 | 256 | 274 | 311 | 309 | 323 | 342 | 243 | 2,820 |
| William A. Ferguson, Jr. | 100 | 103 | 108 | 119 | 132 | 140 | 124 | 138 | 143 | 109 | 1,216 |
| Scattered Write-Ins      | 2   | 6   | 2   | 1   | 0   | 2   | 0   | 1   | 1   | 1   | 16    |
| Blanks                   | 76  | 107 | 104 | 104 | 125 | 139 | 105 | 116 | 148 | 101 | 1,125 |

**COUNCILLOR (Second District)**

|                     |     |     |     |     |     |     |     |     |     |     |       |
|---------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| Kelly A. Timilty    | 164 | 132 | 132 | 151 | 148 | 180 | 204 | 212 | 193 | 140 | 1,656 |
| Chesley Oriel       | 85  | 84  | 86  | 76  | 65  | 77  | 62  | 56  | 81  | 58  | 730   |
| Kerby Roberson      | 30  | 24  | 41  | 32  | 53  | 45  | 34  | 46  | 38  | 30  | 373   |
| Scattered Write-Ins | 0   | 1   | 3   | 0   | 1   | 1   | 1   | 0   | 0   | 0   | 7     |
| Blanks              | 157 | 211 | 220 | 221 | 264 | 289 | 237 | 264 | 322 | 226 | 2,411 |

**SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District)**

|                     |     |     |     |     |     |     |     |     |     |     |       |
|---------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| Cheryl Ann Jacques  | 337 | 355 | 373 | 379 | 410 | 460 | 419 | 421 | 504 | 365 | 4,023 |
| Scattered Write-Ins | 1   | 5   | 0   | 2   | 2   | 6   | 4   | 0   | 3   | 4   | 27    |
| Blanks              | 98  | 92  | 109 | 99  | 119 | 126 | 115 | 157 | 127 | 85  | 1,127 |

**REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)**

|                     |     |     |     |     |     |     |     |     |     |     |       |
|---------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| Lida E. Harkins     | 341 | 335 | 368 | 354 | 384 | 434 | 412 | 419 | 478 | 339 | 3,864 |
| Scattered Write-Ins | 0   | 5   | 0   | 3   | 2   | 7   | 4   | 1   | 7   | 3   | 32    |
| Blanks              | 95  | 112 | 114 | 123 | 145 | 151 | 122 | 158 | 149 | 112 | 1,281 |

**DISTRICT ATTORNEY (Norfolk District)**

|                     |     |     |     |     |     |     |     |     |     |     |       |
|---------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| William R. Keating  | 304 | 281 | 313 | 300 | 308 | 382 | 346 | 381 | 403 | 293 | 3,311 |
| Scattered Write-Ins | 0   | 2   | 1   | 0   | 2   | 1   | 0   | 0   | 1   | 0   | 7     |
| Blanks              | 132 | 169 | 168 | 180 | 221 | 209 | 192 | 197 | 230 | 161 | 1,859 |

**REGISTER OF PROBATE (Norfolk County)**

|                      |     |     |     |     |     |     |     |     |     |     |       |
|----------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| Patrick W. McDermott | 122 | 133 | 116 | 117 | 118 | 148 | 154 | 177 | 163 | 118 | 1,366 |
| Mark H. Tobin        | 166 | 121 | 166 | 143 | 171 | 175 | 161 | 177 | 181 | 135 | 1,596 |
| Scattered Write-Ins  | 0   | 1   | 1   | 0   | 1   | 0   | 0   | 0   | 0   | 0   | 3     |
| Blanks               | 148 | 197 | 199 | 220 | 241 | 269 | 223 | 224 | 290 | 201 | 2,212 |

**COUNTY TREASURER (Norfolk County)**

|                     |     |     |     |     |     |     |     |     |     |     |       |
|---------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| Joseph A. Connolly  | 114 | 100 | 86  | 87  | 102 | 108 | 93  | 31  | 10  | 84  | 1,015 |
| Michael J. Joyce    | 114 | 95  | 128 | 134 | 129 | 148 | 162 | 177 | 189 | 105 | 1,381 |
| Thomas P. Koch      | 62  | 63  | 62  | 46  | 63  | 71  | 48  | 60  | 54  | 59  | 588   |
| Scattered Write-Ins | 0   | 1   | 1   | 0   | 2   | 0   | 0   | 0   | 0   | 0   | 4     |
| Blanks              | 146 | 193 | 205 | 213 | 235 | 265 | 235 | 210 | 281 | 206 | 2,189 |

|   | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> | <u>TOTAL</u> |
|---|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| <u>DEMOCRATIC PARTY</u>                     |          |          |          |          |          |          |          |          |          |          |              |
| Total # of Votes Cast                       | 436      | 452      | 482      | 480      | 531      | 592      | 538      | 578      | 634      | 454      | 5,177        |
| <u>COUNTY COMMISSIONER (Norfolk County)</u> |          |          |          |          |          |          |          |          |          |          |              |
| Peter H. Collins                            | 270      | 248      | 257      | 251      | 248      | 306      | 280      | 323      | 329      | 239      | 2,751        |
| Scattered Write-Ins                         | 0        | 1        | 2        | 1        | 2        | 0        | 2        | 0        | 1        | 0        | 9            |
| Blanks                                      | 166      | 203      | 223      | 228      | 281      | 286      | 256      | 255      | 304      | 215      | 2,417        |



|   | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> | <u>TOTAL</u> |
|---|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| <b><u>REPUBLICAN PARTY</u></b>                            |          |          |          |          |          |          |          |          |          |          |              |
| Total # of Votes Cast                                     | 139      | 234      | 172      | 174      | 222      | 183      | 201      | 231      | 208      | 159      | 1,923        |
| <b><u>SENATOR IN CONGRESS</u></b>                         |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins                                       | 14       | 23       | 11       | 4        | 9        | 15       | 12       | 14       | 16       | 10       | 128          |
| Blanks  | 125      | 211      | 161      | 170      | 213      | 168      | 189      | 217      | 192      | 149      | 1,795        |
| <b><u>GOVERNOR</u></b>                                    |          |          |          |          |          |          |          |          |          |          |              |
| Mitt Romney   | 128      | 215      | 158      | 154      | 204      | 164      | 184      | 216      | 186      | 149      | 1,758        |
| Scattered Write-Ins                                       | 0        | 2        | 2        | 1        | 0        | 1        | 4        | 0        | 1        | 3        | 14           |
| Blanks  | 11       | 17       | 12       | 19       | 18       | 18       | 13       | 15       | 21       | 7        | 151          |
| <b><u>LIEUTENANT GOVERNOR</u></b>                         |          |          |          |          |          |          |          |          |          |          |              |
| Kerry Murphy Healy  | 101      | 166      | 118      | 129      | 142      | 125      | 145      | 166      | 148      | 113      | 1,353        |
| Jim Rappaport   | 36       | 62       | 53       | 42       | 78       | 54       | 52       | 62       | 58       | 45       | 542          |
| Scattered Write-Ins                                       | 0        | 2        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 2            |
| Blanks  | 2        | 4        | 1        | 3        | 2        | 4        | 4        | 3        | 2        | 1        | 26           |
| <b><u>ATTORNEY GENERAL</u></b>                            |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins                                       | 16       | 26       | 8        | 7        | 6        | 7        | 8        | 6        | 9        | 5        | 98           |
| Blanks  | 123      | 208      | 164      | 167      | 216      | 176      | 193      | 225      | 199      | 154      | 1,825        |
| <b><u>SECRETARY OF STATE</u></b>                          |          |          |          |          |          |          |          |          |          |          |              |
| Jack E. Robinson, III                                     | 71       | 128      | 75       | 65       | 105      | 83       | 83       | 108      | 87       | 70       | 875          |
| Scattered Write-Ins                                       | 0        | 1        | 3        | 0        | 1        | 0        | 0        | 0        | 0        | 1        | 6            |
| Blanks  | 68       | 105      | 94       | 109      | 116      | 100      | 118      | 123      | 121      | 88       | 1,042        |
| <b><u>TREASURER</u></b>                                   |          |          |          |          |          |          |          |          |          |          |              |
| Daniel A. Grabauskas                                      | 57       | 87       | 59       | 55       | 101      | 66       | 77       | 93       | 98       | 68       | 761          |
| Bruce A. Herzfelder                                       | 55       | 110      | 75       | 70       | 79       | 82       | 81       | 84       | 72       | 62       | 770          |
| Scattered Write-Ins                                       | 0        | 1        | 1        | 0        | 0        | 0        | 1        | 0        | 1        | 0        | 4            |
| Blanks  | 27       | 36       | 37       | 49       | 42       | 35       | 42       | 54       | 37       | 29       | 388          |
| <b><u>AUDITOR</u></b>                                     |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins                                       | 10       | 12       | 6        | 4        | 4        | 7        | 4        | 3        | 2        | 0        | 52           |
| Blanks  | 129      | 222      | 166      | 170      | 218      | 176      | 197      | 228      | 206      | 159      | 1,871        |
| <b><u>REPRESENTATIVE IN CONGRESS (Ninth District)</u></b> |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins                                       | 10       | 20       | 8        | 4        | 6        | 9        | 3        | 4        | 3        | 5        | 72           |
| Blanks  | 129      | 214      | 164      | 170      | 216      | 174      | 198      | 227      | 205      | 154      | 1,851        |

**A      B      C      D      E      F      G      H      I      J      TOTAL**

**REPUBLICAN PARTY****COUNCILLOR (Second District)**

|                     |     |     |     |     |     |     |     |     |     |     |       |
|---------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| No Nomination       | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0     |
| Scattered Write-Ins | 9   | 19  | 7   | 4   | 3   | 7   | 3   | 2   | 3   | 3   | 60    |
| Blanks              | 130 | 215 | 165 | 170 | 219 | 176 | 198 | 229 | 205 | 156 | 1,863 |

**SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District)**

|                     |    |     |     |     |     |     |     |     |     |    |       |
|---------------------|----|-----|-----|-----|-----|-----|-----|-----|-----|----|-------|
| Earl Henry Sholley  | 84 | 133 | 100 | 74  | 113 | 100 | 106 | 112 | 93  | 90 | 1,005 |
| Scattered Write-Ins | 0  | 1   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0  | 1     |
| Blanks              | 55 | 100 | 72  | 100 | 109 | 83  | 95  | 119 | 115 | 69 | 917   |

**REPRESENTATIVE IN GENERAL COURT (Thirteenth District)**

|                     |     |     |     |     |     |     |     |     |     |     |       |
|---------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| No Nomination       | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0     |
| Scattered Write-Ins | 8   | 18  | 8   | 6   | 4   | 8   | 2   | 2   | 2   | 1   | 59    |
| Blanks              | 131 | 216 | 164 | 168 | 218 | 175 | 199 | 229 | 206 | 158 | 1,864 |

**REPRESENTATIVE IN GENERAL COURT (Thirteenth District)**

|                     |     |     |     |     |     |     |     |     |     |     |       |
|---------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| No Nomination       | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0     |
| Scattered Write-Ins | 8   | 18  | 8   | 6   | 4   | 8   | 2   | 2   | 2   | 1   | 59    |
| Blanks              | 131 | 216 | 164 | 168 | 218 | 175 | 199 | 229 | 206 | 158 | 1,864 |

**DISTRICT ATTORNEY (Norfolk District)**

|                     |     |     |     |     |     |     |     |     |     |     |       |
|---------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| No Nomination       | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0     |
| Scattered Write-Ins | 9   | 19  | 8   | 6   | 3   | 7   | 5   | 2   | 5   | 2   | 66    |
| Blanks              | 130 | 215 | 164 | 168 | 219 | 176 | 196 | 229 | 203 | 157 | 1,857 |

**REGISTER OF PROBATE (Norfolk County)**

|                     |    |     |     |    |     |     |     |     |     |    |       |
|---------------------|----|-----|-----|----|-----|-----|-----|-----|-----|----|-------|
| Richard P. Schmidt  | 79 | 134 | 100 | 80 | 119 | 102 | 110 | 117 | 112 | 94 | 1,047 |
| Scattered Write-Ins | 1  | 2   | 0   | 0  | 0   | 0   | 0   | 0   | 0   | 0  | 3     |
| Blanks              | 59 | 98  | 72  | 94 | 103 | 81  | 91  | 114 | 96  | 65 | 873   |

**COUNTY TREASURER (Norfolk County)**

|                     |     |     |     |     |     |     |     |     |     |     |       |
|---------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| No Nomination       | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0     |
| Scattered Write-Ins | 9   | 18  | 9   | 5   | 3   | 7   | 4   | 3   | 3   | 4   | 65    |
| Blanks              | 130 | 216 | 163 | 169 | 219 | 176 | 197 | 228 | 205 | 155 | 1,858 |

**COUNTY COMMISSIONER (Norfolk County)**

|                     |     |     |     |     |     |     |     |     |     |     |       |
|---------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| No Nomination       | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0     |
| Scattered Write-Ins | 9   | 16  | 8   | 3   | 3   | 7   | 3   | 2   | 3   | 3   | 57    |
| Blanks              | 130 | 218 | 164 | 171 | 219 | 176 | 198 | 229 | 205 | 156 | 1,866 |



|  | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> | <u>TOTAL</u> |
|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| <u>LIBERTARIAN PARTY</u>                           |          |          |          |          |          |          |          |          |          |          |              |
| Total # of Votes Cast                              | 1        | 0        | 0        | 0        | 3        | 0        | 1        | 1        | 0        | 0        | 6            |
| <u>SENATOR IN CONGRESS</u>                         |          |          |          |          |          |          |          |          |          |          |              |
| Michael E. Cloud                                   | 1        | 0        | 0        | 0        | 3        | 0        | 1        | 0        | 0        | 0        | 5            |
| Scattered Write-Ins                                | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 1        | 0        | 0        | 1            |
| <u>GOVERNOR</u>                                    |          |          |          |          |          |          |          |          |          |          |              |
| Carla A. Howell                                    | 1        | 0        | 0        | 0        | 3        | 0        | 1        | 1        | 0        | 0        | 6            |
| Scattered Write-Ins                                | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| <u>LIEUTENANT GOVERNOR</u>                         |          |          |          |          |          |          |          |          |          |          |              |
| Richard P. Aucoin                                  | 1        | 0        | 0        | 0        | 3        | 0        | 1        | 0        | 0        | 0        | 5            |
| Scattered Write-Ins                                | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 1        | 0        | 0        | 1            |
| <u>ATTORNEY GENERAL</u>                            |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination                                      | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins                                | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 1        | 0        | 0        | 0        | 3        | 0        | 1        | 1        | 0        | 0        | 6            |
| <u>SECRETARY OF STATE</u>                          |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination                                      | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins                                | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 1        | 0        | 0        | 0        | 3        | 0        | 1        | 1        | 0        | 0        | 6            |
| <u>TREASURER</u>                                   |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination                                      | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins                                | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 1        | 0        | 0        | 0        | 3        | 0        | 1        | 1        | 0        | 0        | 6            |
| <u>AUDITOR</u>                                     |          |          |          |          |          |          |          |          |          |          |              |
| Kamal Jain   | 1        | 0        | 0        | 0        | 3        | 0        | 1        | 0        | 0        | 0        | 5            |
| Scattered Write-Ins                                | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 1        | 0        | 0        | 1            |
| <u>REPRESENTATIVE IN CONGRESS (Ninth District)</u> |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination                                      | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins                                | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 1        | 0        | 0        | 0        | 3        | 0        | 1        | 1        | 0        | 0        | 6            |

|  | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> | <u>TOTAL</u> |
|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| <b><u>LIBERTARIAN PARTY</u></b>  |          |          |          |          |          |          |          |          |          |          |              |
| Total # of Votes Cast  | 1        | 0        | 0        | 0        | 3        | 0        | 1        | 1        | 0        | 0        | 6            |
| <b><u>COUNCILLOR (Second District)</u></b>   |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination  | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins  | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 1        | 0        | 0        | 0        | 3        | 0        | 1        | 1        | 0        | 0        | 6            |
| <b><u>SENATOR IN GENERAL COURT (Norfolk, Bristol &amp; Middlesex District)</u></b> |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination  | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins  | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 1        | 0        | 0        | 0        | 3        | 0        | 1        | 1        | 0        | 0        | 6            |
| <b><u>REPRESENTATIVE IN GENERAL COURT (Thirteenth District)</u></b>                |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination  | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins  | 0        | 0        | 0        | 0        | 0        | 0        | 1        | 0        | 0        | 0        | 0            |
| Blanks   | 1        | 0        | 0        | 0        | 3        | 0        | 0        | 1        | 0        | 0        | 6            |
| <b><u>DISTRICT ATTORNEY (Norfolk District)</u></b>                                 |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination  | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins  | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 1        | 0        | 0        | 0        | 3        | 0        | 1        | 1        | 0        | 0        | 6            |
| <b><u>REGISTER OF PROBATE (Norfolk County)</u></b>                                 |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination  | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins  | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 1        | 0        | 0        | 0        | 3        | 0        | 1        | 1        | 0        | 0        | 6            |
| <b><u>COUNTY TREASURER (Norfolk County)</u></b>                                    |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination  | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins  | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 1        | 0        | 0        | 0        | 3        | 0        | 1        | 1        | 0        | 0        | 6            |
| <b><u>COUNTY COMMISSIONER (Norfolk County)</u></b>                                 |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination  | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins  | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 1        | 0        | 0        | 0        | 3        | 0        | 1        | 1        | 0        | 0        | 6            |



|  | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> | <u>TOTAL</u> |
|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| <u>GREEN PARTY</u>                                 |          |          |          |          |          |          |          |          |          |          |              |
| Total # of Votes Cast                              | 0        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 1        | 5            |
| <u>SENATOR IN CONGRESS</u>                         |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination                                      | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins                                | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 0        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 1        | 5            |
| <u>GOVERNOR</u>                                    |          |          |          |          |          |          |          |          |          |          |              |
| Jill E. Stein                                      | 0        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 0        | 4            |
| Scattered Write-Ins                                | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 1        | 1            |
| <u>LIEUTENANT GOVERNOR</u>                         |          |          |          |          |          |          |          |          |          |          |              |
| Anthony F. Lorenzen                                | 0        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 1        | 5            |
| Scattered Write-Ins                                | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| <u>ATTORNEY GENERAL</u>                            |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination                                      | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins                                | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 0        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 1        | 5            |
| <u>SECRETARY OF STATE</u>                          |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination                                      | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins                                | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 0        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 1        | 5            |
| <u>TREASURER</u>                                   |          |          |          |          |          |          |          |          |          |          |              |
| James O'Keefe                                      | 0        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 0        | 4            |
| Scattered Write-Ins                                | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 1        | 1            |
| <u>AUDITOR</u>                                     |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination                                      | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins                                | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 0        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 1        | 5            |
| <u>REPRESENTATIVE IN CONGRESS (Ninth District)</u> |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination                                      | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins                                | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks   | 0        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 1        | 5            |

|   | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> | <u>TOTAL</u> |
|---|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| <u>GREEN PARTY</u>  |          |          |          |          |          |          |          |          |          |          |              |
| Total # of Votes Cast   | 0        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 1        | 5            |
| <u>COUNCILLOR (Second District)</u>   |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks  | 0        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 1        | 5            |
| <u>SENATOR IN GENERAL COURT (Norfolk, Bristol &amp; Middlesex District)</u> |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks  | 0        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 1        | 5            |
| <u>REPRESENTATIVE IN GENERAL COURT (Thirteenth District)</u>                |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks  | 0        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 1        | 5            |
| <u>DISTRICT ATTORNEY (Norfolk District)</u>                                 |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks  | 1        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 1        | 5            |
| <u>REGISTER OF PROBATE (Norfolk County)</u>                                 |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks  | 0        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 1        | 5            |
| <u>COUNTY TREASURER (Norfolk County)</u>                                    |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks  | 0        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 1        | 5            |
| <u>COUNTY COMMISSIONER (Norfolk County)</u>                                 |          |          |          |          |          |          |          |          |          |          |              |
| No Nomination   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Scattered Write-Ins   | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0            |
| Blanks  | 0        | 0        | 1        | 1        | 1        | 1        | 0        | 0        | 0        | 1        | 5            |

The ballots cast in the several precincts were returned to the Town Clerk in the sealed cases. The voting lists used at the entrances of the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 10:15 P.M., September 17, 2002.

Theodora K. Eaton, CMC  
Town Clerk

A true copy  
ATTEST:



**RECOUNT OF VOTES CAST AT THE SEPTEMBER 17,  
2002 DEMOCRATIC STATE PRIMARY FOR TREASURER  
IN NORFOLK COUNTY**

September 28, 2002

A petition having been filed with the Secretary of the Commonwealth for a district-wide recount of the votes cast at the September 17, 2002 Democratic State Primary for Treasurer in Norfolk County, the recount was conducted under the provisions of Chapter 54, Section 135 of the General Laws, as amended. A canvass of all votes cast for the position of Norfolk County Treasurer on the democratic ballot was held in the cafeteria at the Newman Elementary School on Saturday, September 28, 2002 at 9:00 o'clock A.M. Mrs. Kelly Timilty and Mr. Greg Timilty represented Joseph A. Connolly and Mrs. Marie Horgan and Mr. John Horgan represented Michael J. Joyce. The recount was held under the supervision of the Board of Registrars, with the following results:

|                     | A          | B          | C          | D          | E          |
|---------------------|------------|------------|------------|------------|------------|
| Joseph P. Connolly  | 119        | 101        | 86         | 86         | 102        |
| Michael J. Joyce    | 113        | 92         | 128        | 133        | 128        |
| Thomas P. Koch      | 63         | 64         | 62         | 48         | 63         |
| Scattered Write-ins | 0          | 0          | 1          | 0          | 2          |
| Blanks              | 142        | 195        | 205        | 214        | 236        |
| <b>TOTAL</b>        | <b>437</b> | <b>452</b> | <b>482</b> | <b>481</b> | <b>531</b> |

|                     | F          | G          | H          | I          | J          | <u>TOTAL</u> |
|---------------------|------------|------------|------------|------------|------------|--------------|
| Joseph P. Connolly  | 108        | 96         | 131        | 111        | 84         | 1,024        |
| Michael J. Joyce    | 149        | 163        | 175        | 187        | 104        | 1,372        |
| Thomas P. Koch      | 72         | 49         | 57         | 55         | 59         | 592          |
| Scattered Write-ins | 0          | 0          | 0          | 0          | 0          | 3            |
| Blanks              | 263        | 230        | 216        | 281        | 207        | 2,189        |
| <b>TOTAL</b>        | <b>592</b> | <b>538</b> | <b>579</b> | <b>634</b> | <b>454</b> | <b>5,180</b> |

The canvass was completed at 11:25 o'clock A.M., September 28, 2002, and the ballots were repacked in containers which were sealed and placed in the custody of the Town Clerk.

Theodora K. Eaton, CMMC/CMC/AEE  
Town Clerk  
Clerk of the Board of Registrars

Attest:

The ballot box returns in the Precincts were as follows:

**RECORD OF THE STATE ELECTION****Tuesday, November 5, 2002**

Pursuant to a Warrant issued by the Selectmen October 22, 2002 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the fifth day of November in the year 2002 at seven o'clock in the forenoon for the purpose of nominating State and County officers. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Warrant and the Officer's Return were read by the Wardens of the Precincts.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium  
 Precinct B - Hillside School - Gymnasium  
 Precinct C - Newman School - Gymnasium  
 Precinct D - High Rock School - Gymnasium  
 Precinct E - Pollard Middle School - Room 226  
 Precinct F - Stephen Palmer Community Room  
 Precinct G - Needham Public Library Community Room  
 Precinct H - Needham Public Library Community Room  
 Precinct I - William Mitchell School - Gymnasium  
 Precinct J - William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

The total number of votes cast was as follows:

(Includes 2 overseas absentee ballots received by tenth day following the election)

|            | <b>Total</b> |
|------------|--------------|
| Precinct A | 1311         |
| Precinct B | 1330         |
| Precinct C | 1378         |
| Precinct D | 1414         |
| Precinct E | 1532         |
| Precinct F | 1545         |
| Precinct G | 1502         |
| Precinct H | 1546         |
| Precinct I | 1641         |
| Precinct J | 1321         |

(The absentee ballots are included in the Total Vote)

**TOTAL VOTE CAST - 14,534**

**(76.44% of Registered Voters)**

| <b>PRECINCTS</b> | <b>A</b> | <b>B</b> | <b>C</b> | <b>D</b> | <b>E</b> |
|------------------|----------|----------|----------|----------|----------|
| 7:00 A.M.        | 0        | 0        | 0        | 0        | 0        |
| 8:00 A.M.        | 132      | 123      | 153      | 130      | 167      |
| 9:00 A.M.        | 240      | 250      | 296      | 277      | 265      |
| 10:00 A.M.       | 332      | 385      | 415      | 408      | 380      |
| 11:00 A.M.       | 496      | 561      | 535      | 520      | 529      |
| 12:00 NOON       | 605      | 656      | 670      | 629      | 634      |
| 1:00 P.M.        | 669      | 720      | 751      | 705      | 700      |
| 2:00 P.M.        | 736      | 799      | 810      | 770      | 781      |
| 3:00 P.M.        | 790      | 858      | 876      | 844      | 881      |
| 4:00 P.M.        | 877      | 961      | 977      | 924      | 1012     |
| 5:00 P.M.        | 980      | 1040     | 1055     | 1057     | 1125     |
| 6:00 P.M.        | 1091     | 1153     | 1176     | 1185     | 1252     |
| 7:00 P.M.        | 1231     | 1249     | 1302     | 1301     | 1404     |
| 8:00 P.M.        | 1311     | 1330     | 1378     | 1413     | 1532     |

| <b>PRECINCTS</b> | <b>F</b> | <b>G</b> | <b>H</b> | <b>I</b> | <b>J</b> |
|------------------|----------|----------|----------|----------|----------|
| 7:00 A.M.        | 0        | 0        | 0        | 0        | 0        |
| 8:00 A.M.        | 157      | 136      | 129      | 157      | 125      |
| 9:00 A.M.        | 297      | 266      | 271      | 314      | 225      |
| 10:00 A.M.       | 456      | 370      | 379      | 430      | 328      |
| 11:00 A.M.       | 607      | 457      | 543      | 540      | 447      |
| 12:00 NOON       | 690      | 564      | 705      | 648      | 551      |
| 1:00 P.M.        | 763      | 693      | 784      | 788      | 651      |
| 2:00 P.M.        | 866      | 771      | 853      | 857      | 651      |
| 3:00 P.M.        | 932      | 873      | 949      | 946      | 651      |
| 4:00 P.M.        | 1011     | 980      | 1051     | 1035     | 651      |
| 5:00 P.M.        | 1125     | 1074     | 1173     | 1200     | 651      |
| 6:00 P.M.        | 1267     | 1198     | 1300     | 1313     | 651      |
| 7:00 P.M.        | 1413     | 1371     | 1450     | 1494     | 1257     |
| 8:00 P.M.        | 1544     | 1502     | 1546     | 1641     | 1321     |

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 10:21 P.M., November 5, 2002.



The result of the balloting was as follows:

|                       | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> | <u>TOTAL</u> |
|-----------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| Total # of Votes Cast | 1311     | 1330     | 1379     | 1415     | 1533     | 1555     | 1502     | 1546     | 1641     | 1321     | 14,534       |

SENATOR IN CONGRESS

|                               |     |     |      |      |      |      |      |      |      |     |        |
|-------------------------------|-----|-----|------|------|------|------|------|------|------|-----|--------|
| John F. Kerry                 | 995 | 941 | 1009 | 1020 | 1087 | 1125 | 1096 | 1106 | 1248 | 984 | 10,611 |
| Michael E. Cloud              | 207 | 210 | 208  | 232  | 267  | 247  | 223  | 251  | 220  | 184 | 2,249  |
| Write-In: Randall C. Forsberg | 5   | 19  | 17   | 18   | 23   | 31   | 25   | 15   | 22   | 17  | 192    |
| Scattered Write-Ins           | 4   | 1   | 4    | 2    | 3    | 1    | 0    | 9    | 0    | 5   | 29     |
| Blanks                        | 100 | 160 | 141  | 143  | 153  | 151  | 158  | 165  | 151  | 131 | 1,453  |

GOVERNOR AND LIEUTENANT GOVERNOR

|                      |     |     |     |     |     |     |     |     |     |     |       |
|----------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| Howell and Aucoin    | 11  | 8   | 11  | 5   | 8   | 15  | 8   | 6   | 10  | 9   | 91    |
| O'Brien and Gabrieli | 559 | 509 | 539 | 567 | 583 | 701 | 613 | 593 | 708 | 563 | 5,935 |
| Romney and Healey    | 670 | 743 | 752 | 762 | 864 | 761 | 802 | 864 | 848 | 688 | 7,754 |
| Stein and Lorenzen   | 48  | 50  | 62  | 64  | 55  | 60  | 61  | 62  | 60  | 49  | 571   |
| Johnson and Schebel  | 8   | 6   | 6   | 4   | 7   | 7   | 4   | 5   | 3   | 3   | 53    |
| Scattered Write-Ins  | 1   | 0   | 0   | 1   | 2   | 0   | 0   | 0   | 2   | 0   | 6     |
| Blanks               | 14  | 15  | 9   | 12  | 14  | 11  | 14  | 16  | 10  | 9   | 124   |

ATTORNEY GENERAL

|                     |     |     |     |     |      |      |      |      |      |     |        |
|---------------------|-----|-----|-----|-----|------|------|------|------|------|-----|--------|
| Thomas F. Reilly    | 983 | 957 | 964 | 998 | 1092 | 1152 | 1083 | 1102 | 1225 | 972 | 10,528 |
| Scattered Write-Ins | 7   | 4   | 5   | 9   | 11   | 7    | 12   | 9    | 8    | 14  | 86     |
| Blanks              | 321 | 370 | 410 | 408 | 430  | 396  | 407  | 435  | 408  | 335 | 3,920  |

SECRETARY OF STATE

|                        |     |     |     |     |      |      |      |      |      |     |       |
|------------------------|-----|-----|-----|-----|------|------|------|------|------|-----|-------|
| William Francis Galvin | 900 | 858 | 932 | 951 | 1002 | 1076 | 1041 | 1081 | 1200 | 934 | 9,975 |
| Jack E. Robinson, II   | 290 | 338 | 300 | 317 | 355  | 331  | 298  | 318  | 283  | 270 | 3,100 |
| Scattered Write-Ins    | 1   | 0   | 2   | 1   | 1    | 3    | 0    | 3    | 0    | 1   | 12    |
| Blanks                 | 120 | 135 | 145 | 146 | 175  | 145  | 163  | 144  | 158  | 116 | 1,447 |

TREASURER

|                      |     |     |     |     |     |     |     |     |     |     |       |
|----------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| Timothy P. Cahill    | 604 | 537 | 590 | 585 | 634 | 694 | 675 | 683 | 761 | 585 | 6,348 |
| Daniel A. Grabauskas | 551 | 635 | 628 | 632 | 733 | 668 | 667 | 690 | 693 | 604 | 6,501 |
| James O'Keefe        | 49  | 68  | 58  | 84  | 63  | 83  | 69  | 70  | 72  | 58  | 674   |
| Scattered Write-Ins  | 0   | 0   | 1   | 1   | 0   | 0   | 0   | 1   | 1   | 1   | 5     |
| Blanks               | 107 | 91  | 102 | 113 | 103 | 110 | 91  | 102 | 114 | 73  | 1,006 |

AUDITOR

|                     |     |     |     |     |      |      |      |      |      |     |        |
|---------------------|-----|-----|-----|-----|------|------|------|------|------|-----|--------|
| A. Joseph DeNucci   | 941 | 882 | 943 | 923 | 1017 | 1072 | 1030 | 1058 | 1189 | 961 | 10,016 |
| Samal Jain          | 61  | 68  | 54  | 66  | 73   | 79   | 52   | 63   | 65   | 56  | 637    |
| John James Xenakis  | 135 | 149 | 157 | 161 | 172  | 160  | 159  | 167  | 156  | 123 | 1,539  |
| Scattered Write-Ins | 1   | 2   | 2   | 3   | 3    | 2    | 2    | 3    | 0    | 2   | 20     |
| Blanks              | 173 | 230 | 223 | 262 | 268  | 242  | 259  | 255  | 231  | 179 | 2,322  |

REPRESENTATIVE IN CONGRESS (Ninth District)

|                     |     |     |     |     |     |      |     |     |      |     |       |
|---------------------|-----|-----|-----|-----|-----|------|-----|-----|------|-----|-------|
| Stephen F. Lynch    | 881 | 846 | 858 | 886 | 965 | 1050 | 991 | 997 | 1092 | 882 | 9,447 |
| Scattered Write-Ins | 10  | 18  | 11  | 14  | 18  | 20   | 15  | 13  | 14   | 23  | 156   |
| Blanks              | 420 | 467 | 510 | 515 | 550 | 485  | 496 | 536 | 535  | 416 | 4,930 |

|  | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> | <u>TOTAL</u> |
|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| <b><u>COUNCILLOR (Second District)</u></b>   |          |          |          |          |          |          |          |          |          |          |              |
| Kelly A. Timilty   | 828      | 777      | 817      | 824      | 884      | 9632     | 915      | 930      | 1004     | 816      | 8,758        |
| Scattered Write-Ins  | 9        | 4        | 3        | 6        | 9        | 7        | 7        | 9        | 6        | 9        | 69           |
| Blanks   | 474      | 550      | 559      | 585      | 640      | 585      | 580      | 607      | 631      | 496      | 5,707        |
| <b><u>SENATOR IN GENERAL COURT (Norfolk, Bristol &amp; Middlesex District)</u></b> |          |          |          |          |          |          |          |          |          |          |              |
| Cheryl Ann Jacques   | 832      | 786      | 897      | 915      | 926      | 1016     | 937      | 941      | 1128     | 855      | 9,233        |
| Earl Henry Sholley   | 393      | 455      | 390      | 416      | 515      | 449      | 477      | 514      | 419      | 395      | 4,423        |
| Scattered Write-Ins  | 0        | 1        | 1        | 1        | 2        | 2        | 0        | 0        | 1        | 1        | 9            |
| Blanks   | 86       | 89       | 91       | 83       | 90       | 88       | 88       | 91       | 93       | 70       | 869          |
| <b><u>REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)</u></b>        |          |          |          |          |          |          |          |          |          |          |              |
| Lida E. Harkins  | 968      | 897      | 949      | 981      | 1037     | 1106     | 1058     | 1074     | 1180     | 921      | 10,171       |
| Scattered Write-Ins  | 4        | 8        | 5        | 12       | 11       | 11       | 9        | 11       | 12       | 14       | 97           |
| Blanks   | 339      | 426      | 425      | 422      | 485      | 438      | 435      | 461      | 449      | 386      | 4,266        |
| <b><u>DISTRICT ATTORNEY (Norfolk District)</u></b>                                 |          |          |          |          |          |          |          |          |          |          |              |
| William R. Keating   | 897      | 852      | 909      | 894      | 970      | 1047     | 978      | 1012     | 1097     | 893      | 9,549        |
| Scattered Write-Ins  | 6        | 3        | 3        | 7        | 6        | 5        | 7        | 8        | 6        | 8        | 59           |
| Blanks   | 408      | 476      | 467      | 514      | 557      | 503      | 517      | 526      | 538      | 420      | 4,926        |
| <b><u>REGISTER OF PROBATE (Norfolk County)</u></b>                                 |          |          |          |          |          |          |          |          |          |          |              |
| Patrick W. McDermott   | 668      | 613      | 616      | 635      | 658      | 785      | 700      | 757      | 800      | 651      | 6,883        |
| Richard P. Schmidt   | 400      | 494      | 480      | 477      | 550      | 486      | 500      | 499      | 509      | 413      | 4,808        |
| Scattered Write-Ins  | 1        | 2        | 0        | 1        | 1        | 0        | 0        | 0        | 2        | 3        | 10           |
| Blanks   | 242      | 222      | 283      | 302      | 324      | 284      | 302      | 290      | 330      | 254      | 2,833        |
| <b><u>COUNTY TREASURER (Norfolk County)</u></b>                                    |          |          |          |          |          |          |          |          |          |          |              |
| Joseph A. Connolly   | 840      | 804      | 828      | 837      | 897      | 979      | 909      | 936      | 1029     | 820      | 8,879        |
| Scattered Write-Ins  | 6        | 3        | 4        | 5        | 6        | 5        | 6        | 8        | 7        | 9        | 59           |
| Blanks   | 465      | 524      | 547      | 573      | 630      | 571      | 587      | 602      | 605      | 492      | 5,596        |
| <b><u>COUNTY COMMISSIONER (Norfolk County)</u></b>                                 |          |          |          |          |          |          |          |          |          |          |              |
| Peter H. Collins   | 834      | 783      | 808      | 800      | 875      | 962      | 871      | 912      | 1003     | 803      | 8,651        |
| Scattered Write-Ins  | 5        | 5        | 2        | 5        | 8        | 4        | 7        | 7        | 8        | 8        | 59           |
| Blanks   | 472      | 543      | 569      | 610      | 650      | 589      | 624      | 627      | 630      | 510      | 5,824        |
| <b><u>QUESTION #1 (State Income Tax)</u></b>                                       |          |          |          |          |          |          |          |          |          |          |              |
| Yes  | 491      | 417      | 477      | 529      | 492      | 515      | 451      | 506      | 518      | 467      | 4,863        |
| No   | 665      | 730      | 756      | 752      | 883      | 859      | 893      | 886      | 954      | 770      | 8,148        |
| Blanks   | 155      | 184      | 146      | 134      | 158      | 181      | 158      | 154      | 169      | 84       | 1,523        |

|  | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> | <u>TOTAL</u> |
|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| <b><u>QUESTION #2 (English Language Education in Public Schools)</u></b> |          |          |          |          |          |          |          |          |          |          |              |
| Yes  | 759      | 779      | 796      | 794      | 920      | 844      | 820      | 905      | 934      | 796      | 8,347        |
| No   | 425      | 413      | 490      | 511      | 497      | 583      | 581      | 539      | 607      | 447      | 5,093        |
| Blanks   | 127      | 139      | 93       | 110      | 116      | 128      | 101      | 102      | 100      | 78       | 1,094        |

|  |     |     |     |     |     |     |     |     |     |     |       |
|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| <b><u>QUESTION #3 (Taxpayer Money to Fund Campaigns for Public Office)</u></b> |     |     |     |     |     |     |     |     |     |     |       |
| Yes  | 282 | 357 | 357 | 363 | 444 | 432 | 486 | 391 | 455 | 367 | 3,934 |
| No   | 856 | 755 | 850 | 855 | 872 | 893 | 803 | 939 | 957 | 793 | 8,573 |
| Blanks   | 173 | 219 | 172 | 197 | 217 | 230 | 213 | 216 | 229 | 161 | 2,027 |

|  |     |     |     |     |     |     |     |      |      |     |       |
|--|-----|-----|-----|-----|-----|-----|-----|------|------|-----|-------|
| <b><u>QUESTION #4a (\$6,970,000 Prop 2 ½ Override)</u></b> |     |     |     |     |     |     |     |      |      |     |       |
| Yes  | 316 | 359 | 483 | 452 | 499 | 483 | 575 | 466  | 557  | 389 | 4,579 |
| No   | 927 | 848 | 830 | 885 | 952 | 978 | 860 | 1012 | 1004 | 890 | 9,186 |
| Blanks   | 68  | 124 | 66  | 78  | 82  | 94  | 67  | 68   | 80   | 42  | 769   |

|  |     |     |     |     |     |     |     |     |     |     |       |
|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| <b><u>QUESTION #4b (\$5,656,000 Prop 2 ½ Override)</u></b> |     |     |     |     |     |     |     |     |     |     |       |
| Yes  | 349 | 411 | 534 | 493 | 575 | 556 | 650 | 520 | 633 | 461 | 5,182 |
| No   | 879 | 789 | 781 | 837 | 868 | 898 | 790 | 958 | 925 | 819 | 8,544 |
| Blanks   | 83  | 131 | 64  | 85  | 90  | 101 | 62  | 68  | 83  | 41  | 808   |

|  |     |     |     |     |     |     |     |     |     |     |       |
|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| <b><u>QUESTION #4c (\$4,650,000 Prop 2 ½ Override)</u></b> |     |     |     |     |     |     |     |     |     |     |       |
| Yes  | 456 | 540 | 654 | 625 | 720 | 707 | 791 | 682 | 800 | 593 | 6,567 |
| No   | 795 | 687 | 670 | 721 | 736 | 776 | 664 | 814 | 779 | 688 | 7,330 |
| Blanks   | 60  | 104 | 55  | 69  | 77  | 72  | 47  | 50  | 62  | 40  | 636   |

The ballots casts in the several precincts were returned to the Town Clerk in the sealed cases. The voting lists used at the entrances to the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 10:21 P.M., November 5, 2002.

Theodora K. Eaton, CMC  
Town Clerk

A true copy  
ATTEST:



**SPECIAL TOWN MEETING  
November 13, 2002**

Pursuant to a Warrant issued by the Selectmen October 16, 2002 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Pollard School on Wednesday, November 13, 2002, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 213 voters, including 200 Town Meeting Members, were checked on the list as being present.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock. The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator introduced the First Grade Class at the Hillside School who sang "America The Beautiful" and "This Land Is Your Land" led by their teacher, Marjorie M. Margolis, and accompanied by pianist Judy Pike. Town Meeting members joined the first graders in pledging allegiance to the flag.

At the designation of the President of the Needham Clergy Association, Father Francis D. Garrity, Pastor, St. Bartholomew Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.
2. I ask that you rise to be recognized and address the Moderator. Please state your name and precinct when recognized so that the Town Clerk may keep an accurate record.
3. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.9 of the Needham General By-Laws.
4. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.
5. Short motions to amend and procedural motions need not be in writing.
6. Parliamentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.
7. Limits on debate shall be enforced by the Moderator.

8. Questions asked for general informational purpose unrelated to the matter under consideration by the meeting shall be ruled out of order.

9. As stated in the Moderator's memorandum to Town Meeting Members, inappropriate conduct involving the T.V. cameras shall be dealt with swiftly by the chair and will be deemed to be out of order.

10. Unanimous consent was given to adopt the following limits of debate:

15 Minutes - Committee Chairpersons, Proponents, Attorneys representing proponents; subject to extension by the Moderator.

5 Minutes - Town Meeting Members, non-Town Meeting Members, visitors other than attorneys.

As in previous years, with respect to Article 33, an amendment to Article 24, the Fiscal Year 2003 Operating Budget as well as Articles 34 and 35, no motion to amend which adds funds to a particular line item or items will be in order unless the movant identifies the line items elsewhere in the budget from which these funds will be taken.

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

The Moderator announced that the proponents no longer have an interest in Articles 7, 8, 9, 10, 11, 12, 13, 15, 16, 17, 18, 19, 27, 28, 29, 30, 31, and 32 herewith withdrawn.

As in the tradition of the Annual Town Meeting, the Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 1. No Town Meeting Members responded with "question" or "debate" to Articles 1 and 3. The Moderator then called each of the above mentioned articles by number and no objection was heard to adoption by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof said articles and the votes thereunder is as follows:

**ARTICLE 1 ABANDONMENT OF BURR DRIVE SEWER EASEMENT**

To see if the Town will vote to extinguish, abandon or otherwise release a portion of an existing 20 ft. wide sewer easement situated at the end of Burr Drive as shown on a plan entitled "Acceptance Plan of Burr Drive, Sewer Easement Southerly & Westerly in Needham, Mass.", recorded in Norfolk County Registry of Deeds as Plan 371 of 1997 in Book 448. Said portion of easement being bounded and described as follows:

Beginning at a point 4.0 ft. northeasterly of the end of an existing 20 ft. sewer easement lying 81.00 ft. northwesterly of the MWRA sewer easement thence running N24°39'15" W 311.07ft., thence turning and running N75°09'15" W 117.40ft., thence turning and running N41°39'15" W 112.83 ft., thence turning and running N47°20'45"E 20.00 ft., thence turning and running S42°39'15"E 107.00ft., thence turning and running S75°09'15"E 121.00ft., thence turning and running S24°39'15" E 311.00ft., thence turning and running N39°50'45"E 22.16ft. to the point of beginning.

For further reference see "Order of Taking for Town Way, Burr Drive, Town of Needham in Board of Selectmen" recorded in Norfolk County Registry of Deeds in Deed Book 11855 Page 097; or take any other action relative thereto.

*Article 1 Explanation: In 1997 the Town accepted Burr Drive as a Public Way. At that time the developer had plans to extend a sewer line according to a proposed layout of several buildings. In 2002 the developer changed the layout of the proposed building from what was originally intended. The sewer easement is no longer necessary and therefore it is proposed to be abandoned.*

MOVED: That if the Town will vote to extinguish, abandon or otherwise release a portion of an existing 20 ft. wide sewer easement situated at the end of Burr Drive as shown on a plan entitled "Acceptance Plan of Burr Drive, Sewer Easement Southerly & Westerly in Needham, Mass.", recorded in Norfolk County Registry of Deeds as Plan 371 of 1997 in Book 448. Said portion of easement being bounded and described as follows:

Beginning at a point 4.0 ft. northeasterly of the end of an existing 20 ft. sewer easement lying 81.00 ft. northwesterly of the MWRA sewer easement thence running N24°39'15" W 311.07ft., thence turning and running N75°09'15" W 117.40ft., thence turning and running N41°39'15" W 112.83 ft., thence turning and running N47°20'45"E 20.00 ft., thence turning and running S42°39'15"E 107.00ft., thence turning and running S75°09'15"E 121.00ft., thence turning and running S24°39'15" E 311.00ft., thence turning and running N39°50'45"E 22.16ft. to the point of beginning.

For further reference see "Order of Taking for Town Way, Burr Drive, Town of Needham in Board of Selectmen" recorded in Norfolk County Registry of Deeds in Deed Book 11855 Page 097.

ACTION: So voted by unanimous vote.

### **ARTICLE 3 APPROPRIATE FOR WELLESLEY AVENUE / CEDAR STREET INTERSECTION RECONSTRUCTION**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$75,000 for Wellesley Avenue/Cedar Street intersection improvements and reconstruction, to be spent under the direction of the Board of Selectmen, and raised from the tax levy; or take any other action relative thereto.

*Article 3 Explanation: During the feasibility study process leading up to the Eliot School design, this intersection was*

*identified as a top priority. The already difficult intersection will be further burdened by the increase in the school population.*

MOVED: That the Town will vote to raise, appropriate and/or transfer the sum of \$75,000 for Wellesley Avenue/Cedar Street intersection improvements and reconstruction, to be spent under the direction of the Board of Selectmen, and raised from the tax levy.

ACTION: So voted by unanimous vote.

At this time the Moderator proceeded with the remaining articles in the Warrant.

### **ARTICLE 2 APPROPRIATE FOR CINEMA DEMOLITION**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$370,000 to pay for the cost associated with the cinema demolition, as approved under Article 2 of the February, 2001 Special Town Meeting, to be spent under the direction of the Board of Selectmen, said sum to be raised by a transfer from the stabilization fund; or take any other action relative thereto.

*Article 2 Explanation: In February, 2001, the Town Meeting approved the option to fund this project through debt. In accordance with requirements set by the State, the Town will not be able to borrow to pay for the costs associated with the demolition. Therefore, we must eliminate the liability with a cash appropriation.*

MOVED: That the Town will vote to raise, appropriate and/or transfer the sum of \$370,000 to pay for the cost associated with the cinema demolition, as approved under Article 2 of the February, 2001 Special Town Meeting, to be spent under the direction of the Board of Selectmen, said sum to be raised by a transfer from the stabilization fund.

Mr. Gerald A. Wasserman, Chairman, addressed this proposal on behalf of the Board of Selectmen. He advised that in light of the outcome of the Proposition 2 ½ override questions, the Board of Selectmen have deemed that Articles 2 through 6 were deemed of highest priority. All of these articles except the Fire Truck will be funded with existing funds. The Fire Truck will be bonded. He recommended adoption of Article 2 on behalf of the Board of Selectmen.

Mr. Peter W. Adams, Chairman, recommended adoption of this article on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

Article 3 was previously adopted unanimously.

### **ARTICLE 4 APPROPRIATE FOR BUILDING STRUCTURAL REPAIRS/DEMOLITION - EMERY GROVER**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$120,000 for building structural repair,



reconstruction, or demolition of the South entrance of the Emery Grover Building, to be spent under the direction of the Municipal Building Maintenance Board, and raised from the tax levy; or take any other action relative thereto.

*Article 4 Explanation: This request is for the repair, reconstruction or demolition of the brick and mortar arched entryway and landing at the Emery Grover Building. The current structure is in an advanced state of deterioration and in danger of collapsing. The entrance was closed in February, 2002.*

MOVED: That the Town will vote to raise, appropriate and/or transfer the sum of \$120,000 for building structural repair, reconstruction, or demolition of the South entrance of the Emery Grover Building, to be spent under the direction of the Municipal Building Maintenance Board, and raised from the tax levy.

Mr. Gerald A. Wasserman, Chairman, recommended adoption of this proposal on behalf of the Board of Selectmen.

Mr. Peter W. Adams, Chairman, Finance Committee, recommended that the town buttress the portico of the Emery Grover Building for the safety of the children, the citizens, and the people who work in the building.

Mrs. Carol Johnson Boulris, Chairman, Historical Commission, noted that the Emery Grover Building is listed on the Historical Register and the Commission supports this conservative approach.

After a brief discussion, a motion to move the previous question was offered by Mr. Maurice P. Handel. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote.

## **ARTICLE 5 APPROPRIATE FOR FIRE TRUCK**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$750,000 to purchase a fire truck, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

*Article 5 Explanation: This request was presented to the Annual Town Meeting in May, 2001 and was referred for further analysis. The Board of Selectmen appointed a Fire Station Location and Deployment Feasibility Study Committee, which reviewed the type of truck that would meet the Town's needs, and the possibilities for housing the new truck. The consultant recommended that the Town purchase a "Quint" type truck and make structural repairs to Station 2 to accommodate housing the truck. The Town is still in the process of determining the method by which the Station should be renovated. Because of the current condition of the existing ladder truck, and the long lead time for delivery of this type of vehicle (12 to 18 months) the Board of Selectmen recommends funding of this piece of equipment at this time.*

MOVED: That the Town will vote to raise, appropriate and/or transfer the sum of \$750,000 to purchase a fire truck, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7.

Mr. Daniel P. Matthews, member, addressed this proposal on behalf of the Board of Selectmen. He advised that the replacement of the ladder truck has been deferred several times due to financial conditions and housing concerns. The decision was made to purchase a Quint Fire Truck, which is slightly smaller and can be housed at the Heights Fire Station.

Mr. Theodore Weiner, member, recommended adoption on behalf of the Finance Committee.

Mr. James G. Healy, Town Meeting Member and member of the Fire Station Apparatus Feasibility Study Committee, stated that the committee has studied the various ladder trucks and recommends the purchase of a "Quint" Fire Truck and adoption of this article.

ACTION: The main motion was presented and carried by a two-thirds vote as declared by the Moderator.

## **ARTICLE 6 APPROPRIATE FOR TOWNWIDE COMPUTER HARDWARE**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$185,000 for a Town wide Computer Hardware upgrade, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

*Article 6 Explanation: This request would replace the main computer system which runs all financial, utility billing and payroll systems for the Town. All of the existing equipment will be at least ten years old at the time of proposed replacement, and is subject to very demanding use. This upgrade would include controllers, tape drives, printers, and personal computers to replace dumb terminals. Replacement of the IBM AS/400, or conversion to a new PC-based server system, will be analyzed as to the best approach. The Technology Advisory Board has recommended that the scheduled replacement of this hardware be done in order to ensure the continual operations of many of the Town's essential functions. Further delay will compromise the Town's technology and data system operations.*

MOVED: That if the Town will vote to raise, appropriate and/or transfer the sum of \$185,000 for a Townwide Computer Hardware upgrade, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7.

A motion to amend Article 6 by striking the words "and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7" and inserting in place thereof the words "and raised from the tax levy" was offered by Mr. Gerald A. Wasserman.

Unanimous consent was given to allow Kate Fitzpatrick, Town Administrator and non-resident, to address Town Meeting. Mrs. Fitzpatrick explained the need to upgrade the townwide computer hardware.

Mrs. Jane A. Howard, member, recommended adoption of this article on behalf of the Finance Committee.



The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That if the Town will vote to raise, appropriate and/or transfer the sum of \$185,000 for a Townwide Computer Hardware upgrade, to be spent under the direction of the Board of Selectmen, and raised from the tax levy.

Articles 7, 8, 9, 10, 11, 12, 13 were previously withdrawn on November 13, 2002.

#### **ARTICLE 14 APPROPRIATE FOR DEDHAM AVENUE PARKING LOT REHABILITATION**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$180,000 to reconstruct and/or repave municipal parking lots, to be spent under the direction of the Board of Selectmen, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

*Article 14 Explanation: The final phase of a three part program to reconstruct and/or repave municipal parking lots consists of the Dedham Avenue lot and the Mark Lee Road lot. The Dedham Avenue lot is proposed for FY2003 and the Mark Lee Road lot for FY2004. Design funds for the Dedham Avenue lot reconstruction were appropriated at the May, 2001 Annual Town Meeting. The Town has a license with the First Church of Christ to use part of the Church's lot for public parking. The terms of the license require certain improvements which are part of the proposed project. Funding for the project is recommended through borrowing, with the debt service paid from the Parking Meter Fund.*

MOVED: That the Town will vote to raise, appropriate and/or transfer the sum of \$180,000 to reconstruct and/or repave municipal parking lots, to be spent under the direction of the Board of Selectmen, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7.

Mr. Daniel P. Matthews, member, recommended adoption of this proposal on behalf of the Board of Selectmen.

Mr. Theodore Weiner, Finance Committee member, stated that the money for the improvements to the Dedham Avenue parking lot is coming from the dedicated Parking Fund. The Finance Committee recommends adoption.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 15, 16, 17, 18, 19 were previously withdrawn on November 13, 2002.

#### **ARTICLE 20 APPROPRIATE FOR RICHARDSON DRIVE PUMP STATION / SEWER MAIN**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$500,000 for construction of a sewer line to allow a gravity wastewater flow to the Town sewer system, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

*Article 20 Explanation: As part of the Wastewater System Master Plan, several of the wastewater pump stations were evaluated to determine their physical condition, capacity to accommodate additional wastewater flows, and compliance with codes and standards of operation. Seven of the 10 wastewater pump stations in Town were identified as needing attention. In lieu of reconstruction, it is recommended that the station on Richardson Drive be eliminated by installing a gravity sewer to South Street, allowing the station to be bypassed permanently. The request for design funds for this gravity sewer project was approved at the May, 2001 Annual Town Meeting.*

MOVED: That the Town will vote to raise, appropriate, and/or transfer the sum of \$500,000 for construction of a sewer line to allow a gravity wastewater flow to the Town sewer system, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7.

A substitute main motion was offered by Mr. John H. Cogswell that \$500,000 is appropriated for the construction of a sewer line to allow gravity wastewater flow to the Town sewer system, including without limitation all costs thereof as defined in Section 1 of G.L. c.29C; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$500,000 under G.L. c.44, G.L. c.29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to G.L. c.29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or a loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Board of Selectmen be authorized to contract with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Board of Selectmen or other appropriate local body or official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Board of Selectmen is authorized to expend all funds available for the project and take any other action necessary to carry out this project.

Mr. John H. Cogswell, Selectmen, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Ronald W. Ruth, member, advised that the Finance Committee endorses this project, which will ultimately lead to savings.

The Moderator announced that the main motion must first be rejected and the substitute main motion will be placed on the floor.



**ACTION:** The main motion was presented, but it failed to pass by unanimously by voice vote. The substitute main motion was presented and passed by two-thirds vote as declared by the Moderator.

**VOTED:** That \$500,000 is appropriated for the construction of a sewer line to allow gravity wastewater flow to the Town sewer system, including without limitation all costs thereof as defined in Section 1 of G.L. c.29C; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$500,000 under G.L. c.44, G.L. c.29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to G.L. c.29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or a loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Board of Selectmen be authorized to contract with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Board of Selectmen or other appropriate local body or official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Board of Selectmen is authorized to expend all funds available for the project and take any other action necessary to carry out this project.

## **ARTICLE 21 APPROPRIATE FOR WASTEWATER PUMP STATION PUMP REPLACEMENTS**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$25,000 for two wastewater pump station pump replacements, to be spent under the direction of the Board of Selectmen and transferred from wastewater retained earnings; or take any other action relative thereto.

*Article 21 Explanation: The estimated useful life of pump station pumps is 12 to 15 years. The goal of this program is to minimize emergency calls due to mechanical failures by replacing pumps that have outlived their useful lives. The program would allocate \$25,000 per year to finance the replacement of two pumps per year. There are 23 pumps in operation in the Town's pump stations.*

**MOVED:** That the Town will vote to raise, appropriate, and/or transfer the sum of \$25,000 for two wastewater pump station pump replacements, to be spent under the direction of the Board of Selectmen and transferred from wastewater retained earnings.

Mr. John H. Cogswell, Selectman, explained that this article continues the annual pump replacement program. There are a total of 23 pumps with a useful life of 12 to 15 years. He recommended adoption of this article on behalf of the Board of Selectmen.

Mr. Peter W. Adams, Chairman, advised that the Finance Committee wholly supports this article.

**ACTION:** The main motion was presented and carried unanimously by voice vote.

## **ARTICLE 22 APPROPRIATE FOR GREAT PLAIN AVENUE PUMP STATION IMPROVEMENTS - DESIGN**

To see if the Town will vote to raise, appropriate and/or transfer the sum of \$100,000 for design for the renovation of the Great Plain Avenue pump station, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

*Article 22 Explanation: As part of the Wastewater System Master Plan, several of the wastewater pump stations were evaluated to determine their physical condition, capacity to accommodate additional wastewater flows, and compliance with codes and standards of operation. Seven of the ten wastewater pump stations in Town were identified as needing attention. The Great Plain Avenue Station is 50 years of age and is in need of repairs. The pumping and control systems do not meet current code requirements. Due to these factors, the Great Plain Avenue station is recommended as the next pump station for renovation. The preliminary estimate for construction is \$500,000.*

**MOVED:** That the Town will vote to raise, appropriate and/or transfer the sum of \$100,000 for design for the renovation of the Great Plain Avenue pump station, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7.

A substitute main motion was offered by Mr. William M. Powers that \$100,000 is appropriated for the design of renovations and improvements to the Great Plain Avenue sewer pump station, including without limitation all costs thereof as defined in Section 1 of G.L. c.29C; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$100,000 under G.L. c.44, §7, G.L. c.29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to G.L. c.29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or a loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Board of Selectmen be authorized to contract with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Board of Selectmen or other appropriate local body or official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Board of Selectmen is authorized to expend all funds available to the project and take any other action necessary to carry out this project.

At the request of the Moderator unanimous consent was given to omit the reading of the substitute main motion. Mr. Peter W. Adams, Chairman of the Finance Committee, requested printed motions in the future.

Mr. William M. Powers, Selectman, noted that this proposal provides the town with the opportunity to borrow money at 0% interest.



In response to an inquiry from Mr. John P. Connelly, Chairman of the Permanent Public Building Committee, unanimous consent was given to allow Mr. Richard Merson, Director of the Department of Public Works and non-resident to address Town Meeting. Mr. Merson explained that preliminary design estimates are obtained.

Mr. John J. Frankenthaler expressed concern that there must be "off the shelf" pump designs that could save design costs. Mr. John H. Cogswell, Selectman, explained that this proposal involves the whole electronic computer system coordinating with the other pumping stations.

A motion to amend both the main motion and the substitute main motion by deleting the sum of "\$100,000" and inserting in place thereof the sum of "\$50,000".

Mr. William M. Powers, Selectman, indicated that this is a critical project and urged defeat of the motion to amend.

In response to an inquiry from Mr. Damon J. Borrelli, Mr. Richard Merson indicated that the town does not have licensed electricians or plumbers in house to conduct this work.

In response to an inquiry from Elizabeth A. Mills, Mr. John H. Cogswell, Selectman, advised that the same design could not be used on the other pumping stations because each station has its own issues.

After a lengthy discussion, a motion to move the previous question was offered by Mr. John F. Milligan. The motion was presented and passed by a two-thirds vote as declared by the Moderator.

**ACTION:** The main motion was presented, but failed to pass by unanimous vote. Mr. Connelly's motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt. The following Town Meeting Members were sworn in as tellers by the Moderator: Cynthia J. Chaston, William R. Dermody, Leroy J. Nutile, Richard S. Creem, Meredith P. Page, and Jane B. Murphy. The motion to amend was presented for the third time and carried by a count of hands. The hand count was Yes 99 - No 78. The substitute main motion was presented, as amended, and carried by two-thirds vote as declared by the Moderator.

**VOTED:** That \$50,000 is appropriated for the design of renovations and improvements to the Great Plain Avenue sewer pump station, including without limitation all costs thereof as defined in Section 1 of G.L. c.29C; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$50,000 under G.L. c.44, §7, G.L. c.29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to G.L. c.29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or a loan agreement and financial assistance agreement with the MWRA with respect to each loan; that the Board of Selectmen be authorized to contract with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Board of Selectmen or other appropriate local body or official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Board of Selectmen is authorized to

expend all funds available to the project and take any other action necessary to carry out this project.

## **ARTICLE 23 APPROPRIATE FOR WATER SERVICE CONNECTION/ INSTALLATION & REPLACEMENT**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$100,000 for water service connection, installation, and/or replacement, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 8; or take any other action relative thereto.

*Article 23 Explanation: This project is proposed as an adjunct to the DPW road construction program. It consists of the replacement of old water services that were not replaced when water mains were replaced. The purpose is to prevent the failure of an element of the subsurface infrastructure before the desired life of the reconstructed roadway. In the case of Chapter 90 projects, this expense is not reimbursable. This project will also benefit the on-going lead and copper rule compliance by removal of lead services from the water distribution system.*

**MOVED:** That the Town will vote to raise, appropriate, and/or transfer the sum of \$100,000 for water service connection, installation, and/or replacement, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 8.

A substitute main motion under Article 23 was offered by Gerald A. Wasserman that \$100,000 is appropriated for water service connection, installation and/or replacement improvements; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$100,000 under G.L. c.44, §8 or any other enabling authority; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project.

Mr. Gerald A. Wasserman, Chairman, addressed this proposal on behalf of the Board of Selectmen. He explained that bond counsel requires the substitute main motion.

Mr. Brian MaWhinney, member of the Finance Committee, explained that there will be funding from water receipts.

**ACTION:** The main motion was presented, but it failed to pass unanimously by voice vote. The substitute main motion was presented and carried unanimously by voice vote.

**VOTED:** That \$100,000 is appropriated for water service connection, installation and/or replacement improvements; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$100,000 under G.L. c.44, §8 or any other enabling authority; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project.



**ARTICLE 24 APPROPRIATE FOR KENDRICK STREET BRIDGE WATER MAIN REPLACEMENT**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$115,000 to replace the Kendrick Street Bridge water main, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 8; or take any other action relative thereto.

*Article 24 Explanation: The Annual Town Meeting in May, 2001 appropriated \$35,000 for the design of the replacement of this main. The 12 inch diameter main suspended from the bridge on the Kendrick Street Bridge was leaking -- restraining bolts and coupling bolts had rusted through and failed. An evaluation indicates that the water main replacement is needed sooner than the bridge is scheduled to be replaced during the Route 128 Add-a-Lane project.*

MOVED: That the Town will vote to raise, appropriate, and/or transfer the sum of \$115,000 to replace the Kendrick Street Bridge water main, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 8.

A substitute main motion under Article 24 was offered by Mr. John H. Cogswell that \$115,000 is appropriated for the replacement of the Kendrick Street Bridge water main, that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$115,000 under G.L. c.44, §8 or any other enabling authority; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project.

Mr. John H. Cogswell, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Theodore Weiner, member, advised that this project does need to be done and the Finance Committee recommends adoption of this article.

Mr. Paul S. Alpert noted that design costs are important and requested these costs be available at Town Meeting.

In response to an inquiry from Laura A. Brooks, Mr. John H. Cogswell advised that this proposal is a long-term solution.

After a brief discussion, Mr. James Hugh Powers moved the previous questions on all motions on the floor. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented, but it failed to pass by voice vote. The substitute main motion was presented and carried unanimously by voice vote.

VOTED: That \$115,000 is appropriated for the replacement of the Kendrick Street Bridge water main, that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$115,000 under G.L. c.44, §8 or any other enabling authority; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project.

**ARTICLE 25 APPROPRIATE FOR WATER SYSTEM REHABILITATION - DESIGN**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$105,000 for engineering and design costs, to construct or reconstruct the water system on Webster Street/Dedham Avenue /Greendale Avenue /Brookline Street /Manning Street, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 8; or take any other action relative thereto.

*Article 25 Explanation: The recently completed Water System Master Plan identified a range of necessary improvements including various system upgrades to water mains that are greater than 85 years of age. These mains are subject to more frequent repairs and higher maintenance costs. Older mains carry reduced volumes of water due to the buildup of tuberculation in the mains, which reduces pipe diameter. The preliminary estimate of the cost of rehabilitation is \$845,000.*

MOVED: That the Town will vote to raise, appropriate, and/or transfer the sum of \$105,000 for engineering and design costs, to construct or reconstruct the water system on Webster Street/Dedham Avenue /Greendale Avenue /Brookline Street /Manning Street, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 8.

Mr. John H. Cogswell, Selectman, recommended adoption of this proposal on behalf of the Board of Selectmen. He explained that the water mains are so old and need replacement.

Mr. Peter W. Adams, Chairman, stated that the Finance Committee also recommends adoption of this proposal.

In response to an inquiry from Mr. William F. Connors, Mr. Richard Merson, Director of the Department of Public Works, stated that the town does have the ability to do this work in-house, but it is a matter of workload.

A motion to amend was offered by Mrs. Susan Welby to strike the words "Dedham Avenue".

After a brief discussion, a motion to move the previous question on all motions on the floor was offered by Mr. Maurice P. Handel. The motion was presented and carried unanimously by voice vote.

Mrs. Welby's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by two-thirds vote as declared by the Moderator.

VOTED: That the Town will vote to raise, appropriate, and/or transfer the sum of \$105,000 for engineering and design costs, to construct or reconstruct the water system on Webster Street/Greendale Avenue /Brookline Street /Manning Street, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 8.

**ARTICLE 26 APPROPRIATE FOR ST. MARY'S STREET PUMP STATION IMPROVEMENT - DESIGN**

To see if the Town will vote to raise, appropriate, and/or transfer the sum of \$300,000 for engineering and design costs for reconstruction of the St. Mary's Street Pump Station, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 8; or take any other action relative thereto.

*Article 26 Explanation: The Water System Master Plan has identified a category of improvements for high priority action. The proposed engineering and design would prepare for the reconstruction of the St. Mary's Street Pump Station. The preliminary estimate of the cost of construction is \$2,000,000.*

MOVED: That the Town will vote to raise, appropriate, and/or transfer the sum of \$300,000 for engineering and design costs for reconstruction of the St. Mary's Street Pump Station, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 8.

Mr. Daniel P. Matthews, Selectman, explained that this proposal is in preparation for the replacement of the four major pumps that are housed in the St. Mary's Street Pump Station. He noted that this facility bring the MWRA water supply into the Town of Needham.

Mr. Peter T. Walsh, member, recommended adoption of this proposal on behalf of the Finance Committee. He explained that the average cost to the homeowners is \$8.00.

In response to an inquiry from Mr. Keith M. McClelland, Mr. Daniel P. Matthews advised that the MWRA water line to Dedham no longer runs through the Town of Needham.

Mr. Matthews explained to Mr. George Tarallo that the St. Mary's Street Pump Station is fifty years old and two of the four pumps are gone.

A motion to move the previous question was offered by Mrs. Michele M. McQuillen. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried by two-thirds vote as declared by the Moderator.

**Articles 27, 28, 29, 30, 31 and 32** were previously withdrawn on November 13, 2002.

**ARTICLE 33: AMEND FY2003 OPERATING BUDGET**

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2003 Operating Budget adopted under Article 12 of the May 2002 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts:

| <u>Line Item</u> | <u>Appropriation</u>                     | <u>Changing From</u> | <u>Changing To</u> |
|------------------|--|----------------------|--------------------|
| 016              | Unemployment Compensation                | \$ 35,600            | \$65,000           |
| 205              | Finance Department, Salaries             | 870,511              | 855,713            |
| 212              | Finance Committee Reserve Fund           | 951,342              | to be determined   |
| 301              | Education, Salaries                      | 27,951,274           | 27,966,072         |
| 406              | Fire, Purchase of Service                | \$ 83,699            | \$78,699           |
| 407              | Fire, Expenses                           | 146,033              | 151,033            |
| 701              | Planning Board Salaries                  | 121,418              | 123,418            |
| 702              | Planning Board, Purchase of Services     | 8,000                | 6,000              |
| 705              | Conservation Comm., Salaries             | 26,555               | 27,805             |
| 706              | Conservation Comm., Purchase of Services | 3,420                | 2,170              |
| 709              | Board of Appeals, Salaries               | 8,294                | 13,894             |

or take any other action relative thereto.

MOVED: That the Town will vote to amend and supersede certain parts of the fiscal year 2003 Operating Budget adopted under Article 12 of the May 2002 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts:

| <u>Line Item</u> | <u>Appropriation</u>                     | <u>Changing From</u> | <u>Changing To</u> |
|------------------|--|----------------------|--------------------|
| 016              | Unemployment Compensation                | \$ 35,600            | \$65,000           |
| 205              | Finance Department, Salaries             | 870,511              | 855,713            |
| 212              | Finance Committee Reserve Fund           | 951,342              | to be determined   |
| 301              | Education, Salaries                      | 27,951,274           | 27,966,072         |
| 406              | Fire, Purchase of Service                | \$ 83,699            | \$78,699           |
| 407              | Fire, Expenses                           | 146,033              | 151,033            |
| 701              | Planning Board Salaries                  | 121,418              | 123,418            |
| 702              | Planning Board, Purchase of Services     | 8,000                | 6,000              |
| 705              | Conservation Comm., Salaries             | 26,555               | 27,805             |
| 706              | Conservation Comm., Purchase of Services | 3,420                | 2,170              |
| 709              | Board of Appeals, Salaries               | 8,294                | 13,894             |

The following motion to amend under Article 33 was offered by Mr. Peter W. Adams:



| Line Item | Appropriation | Changing From | Changing To |
|-----------|---------------|---------------|-------------|
|-----------|---------------|---------------|-------------|

|     |                                |           |            |
|-----|--------------------------------|-----------|------------|
| 212 | Finance Committee Reserve Fund | \$951,342 | \$828,342. |
|-----|--------------------------------|-----------|------------|

The motion to amend Line Item 212 from \$951,342 to \$828,342 was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town will vote to amend and supersede certain parts of the fiscal year 2003 Operating Budget adopted under Article 12 of the May 2002 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts:

| Line Item | Appropriation | Changing From | Changing To |
|-----------|---------------|---------------|-------------|
|-----------|---------------|---------------|-------------|

|     |  |            |            |
|-----|--|------------|------------|
| 016 | Unemployment Compensation                | \$ 35,600  | \$65,000   |
| 205 | Finance Department, Salaries             | 870,511    | 855,713    |
| 212 | Finance Committee Reserve Fund           | 951,342    | 828,342    |
| 301 | Education, Salaries                      | 27,951,274 | 27,966,072 |
| 406 | Fire, Purchase of Service                | \$ 83,699  | \$78,699   |
| 407 | Fire, Expenses                           | 146,033    | 151,033    |
| 701 | Planning Board Salaries                  | 121,418    | 123,418    |
| 702 | Planning Board, Purchase of Services     | 8,000      | 6,000      |
| 705 | Conservation Comm., Salaries             | 26,555     | 27,805     |
| 706 | Conservation Comm., Purchase of Services | 3,420      | 2,170      |
| 709 | Board of Appeals, Salaries               | 8,294      | 13,894     |

### ARTICLE 34: AMEND WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2003 Water Enterprise Fund Budget adopted under Article 13 of the 2002 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F1/2:

| Line Item | Appropriation | Changing From | Changing To |
|-----------|---------------|---------------|-------------|
|-----------|---------------|---------------|-------------|

|     |                     |            |           |
|-----|---------------------|------------|-----------|
| 902 | Purchase of Service | \$ 302,080 | \$322,080 |
| 904 | Capital Outlay      | \$ 20,000  | \$ 0      |

or take any other action relative thereto.

*Article 34 Explanation:* The requested transfer will support the reconfiguration of the Charles River Water Treatment Facility as recommended by the Town's consultant in order to address the calcium carbonate precipitation problem.

MOVED: That the Town will vote to amend and supersede certain parts of the fiscal year 2003 Water Enterprise Fund Budget adopted under Article 13 of the 2002 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F1/2:

| Line Item | Appropriation | Changing From | Changing To |
|-----------|---------------|---------------|-------------|
|-----------|---------------|---------------|-------------|

|     |                     |            |           |
|-----|---------------------|------------|-----------|
| 902 | Purchase of Service | \$ 302,080 | \$322,080 |
| 904 | Capital Outlay      | \$ 20,000  | \$ 0.     |

Mr. Gerald A. Wasserman, Chairman, recommended adoption of this proposal on behalf of the Board of Selectmen. He explained that this proposal will enable the water department to inject a chemical into the water supply to suppress the calcium carbonate.

Mr. Ronald W. Ruth, member, recommended adoption of this proposal on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

### ARTICLE 35: AMEND WASTEWATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2003 Wastewater Enterprise Fund Budget adopted under Article 14 of the 2002 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F1/2:

| Line Item | Appropriation | Changing From | Changing To |
|-----------|---------------|---------------|-------------|
|-----------|---------------|---------------|-------------|

|     |                   |          |                  |
|-----|-------------------|----------|------------------|
| 913 | Emergency Repairs | \$20,000 | to be determined |
|-----|-------------------|----------|------------------|

and further that the items be funded by a transfer from the Wastewater Enterprise Fund Retained Earnings; or take any other action relative thereto.

*Article 35 Explanation:* This budget adjustment is attributable to a sewer force main break under Route 128 in October 2002. The DPW is in the process of issuing an emergency procurement in order to repair the pipe. The cost of the repair is estimated to be \$150,000.

MOVED: That the Town will vote to amend and supersede certain parts of the fiscal year 2003 Wastewater Enterprise Fund Budget adopted under Article 14 of the 2002 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F1/2:

| Line Item | Appropriation | Changing From | Changing To |
|-----------|---------------|---------------|-------------|
|-----------|---------------|---------------|-------------|

|     |                   |          |                  |
|-----|-------------------|----------|------------------|
| 913 | Emergency Repairs | \$20,000 | to be determined |
|-----|-------------------|----------|------------------|



and further that the items be funded by a transfer from the Wastewater Enterprise Fund Retained Earnings.

A motion to amend the main motion under Article 35 was offered by Mr. John H. Cogswell as follows:

| Line<br>Item | Appropriation | Changing From | Changing To |
|--------------|---------------|---------------|-------------|
|--------------|---------------|---------------|-------------|

|     |                   |          |           |
|-----|-------------------|----------|-----------|
| 913 | Emergency Repairs | \$20,000 | \$60,000. |
|-----|-------------------|----------|-----------|

Mr. John H. Cogswell, member, recommended adoption on behalf of the Board of Selectmen.

Mr. Ronald W. Ruth, member, recommended adoption on behalf of the Finance Committee. He stated that the funding source is Wastewater Retained Earnings.

Mr. Cogswell's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town will vote to amend and supersede certain parts of the fiscal year 2003 Wastewater Enterprise Fund Budget adopted under Article 14 of the 2002 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F1/2:

| Line<br>Item | Appropriation | Changing From | Changing To |
|--------------|---------------|---------------|-------------|
|--------------|---------------|---------------|-------------|

|     |                   |          |          |
|-----|-------------------|----------|----------|
| 913 | Emergency Repairs | \$20,000 | \$60,000 |
|-----|-------------------|----------|----------|

and further that the items be funded by a transfer from the Wastewater Enterprise Fund Retained Earnings.

At this time the Moderator thanked the students who manned the microphones as well as Steve Tedeschi, the Needham cable staff, and the school custodians.

At 11:02 P.M. Gerald A. Wasserman on behalf of the Board of Selectmen offered the following Resolution:

### RESOLUTION

#### In memory of Mary Ann Dolan

**WHEREAS:** Mary Ann Dolan was born and raised in Utica, New York. She taught social studies in Sauguoit, New York until 1969 when she began her teaching career at Needham High School; and

**WHEREAS:** Mary Ann Dolan settled in Needham in 1979 with her husband James, and raised their son James; and

**WHEREAS:** Mary Ann loved teaching and continually tried new methods and programs, preparing her students to become responsible adults. Mary Ann Dolan received many awards for outstanding teaching; and

**WHEREAS:** Mary Ann was a pioneer in recognizing the importance of a global, changing world, and was a

champion of the interdisciplinary study of history and the humanities. Mary Ann sought to institute an Asian Studies program in the Needham Public Schools, and this work earned her the first "Teacher of the Year Award" from the China Institute in 1998; and

**WHEREAS:** Mary Ann Dolan was active in civic affairs in Needham. She was a Town Meeting member from 1982 to 1988; and

**WHEREAS:** Mary Ann Dolan was a wonderful human being, kind, considerate and optimistic, who was dedicated to her family, her students, her neighbors and her Community, and will long be remembered by the citizens of Needham.

**BE IT THEREFOR RESOLVED** by this body that the November 2002 Special Town Meeting be dissolved in honor of the many contributions of Mary Ann Dolan and her distinguished service to the Town of Needham.

Theodora K. Eaton, CMC  
Town Clerk

A true copy  
Attest:

**WARRANT ARTICLE INDEX**

| <b><u>Article</u></b>                                  | <b><u>Descriptive Title</u></b>   | <b><u>Page</u></b> |
|--|---|--------------------|
| <b><u>Special Town Meeting – November 13, 2003</u></b> |   |                    |
| 1.   | Abandonment of Burr Drive Sewer Easement                                  | 16/17              |
| 2.   | Appropriate for Cinema Demolition   | 17                 |
| 3.   | Appropriate for Wellesley Avenue/Cedar Street Intersection Reconstruction | 17                 |
| 4.   | Appropriate for Building Structural Repairs/Demolition – Emery Grover     | 17/18              |
| 5.   | Appropriate for Fire Truck  | 18                 |
| 6.   | Appropriate for Townwide Computer Hardware                                | 18/19              |
| 7.   | Appropriate for Extraordinary Building Repair Police/Fire Stations        | 16                 |
| 8.   | Appropriate for Exterior Painting – Pollard School                        | 16                 |
| 9.   | Appropriate for School Furniture Replacement                              | 16                 |
| 10.  | Appropriate for School Flooring Replacement                               | 16                 |
| 11.  | Appropriate for School Technology Plan                                    | 16                 |
| 12.  | Appropriate for Local Road/Intersection Reconstruction                    | 16                 |
| 13.  | Appropriate for Memorial Park Parking Lot                                 | 16                 |
| 14.  | Appropriate for Dedham Avenue Parking Lot Rehabilitation                  | 19                 |
| 15.  | Appropriate for Sidewalk Repair and Resurfacing                           | 16                 |
| 16.  | Appropriate for Handicapped Ramps   | 16                 |
| 17.  | Appropriate for Vehicles and Equipment                                    | 16                 |
| 18.  | Appropriate for Storm Drain Discharge Improvements                        | 16                 |
| 19.  | Appropriate for Brook & Culvert Repair and Maintenance                    | 16                 |
| 20.  | Appropriate for Richardson Drive Pump Station/Sewer Main                  | 19/20              |
| 21.  | Appropriate for Wastewater Pump Station Pump Replacements                 | 20                 |
| 22.  | Appropriate for Great Plain Avenue Pump Station Improvements – Design     | 20/21              |
| 23.  | Appropriate for Water Service Connection/Installation & Replacement       | 21                 |
| 24.  | Appropriate for Kendrick Street Bridge Water Main Replacement             | 22                 |
| 25.  | Appropriate for Water System Rehabilitation – Design                      | 22                 |
| 26.  | Appropriate for St. Mary's Street Pump Station Improvement – Design       | 23                 |
| 27.  | Appropriate for A Police Mobile Communications System                     | 16                 |
| 28.  | Appropriate for Fire Department Brush Truck                               | 16                 |
| 29.  | Appropriate for Fire Department Vehicle                                   | 16                 |
| 30.  | Appropriate for Fire Department Radio Upgrade                             | 16                 |
| 31.  | Appropriate for Town Hall Feasibility Study                               | 16                 |
| 32.  | Appropriate for Library Renovation Design                                 | 16                 |
| 33.  | Amend FY2003 Operating Budget   | 23/24              |
| 34.  | Amend Water Enterprise Fund Budget  | 24                 |
| 35.  | Amend Wastewater Enterprise Fund Budget                                   | 24/25              |

**Annual Town Meeting – May 5, 2003**

|     |   |               |
|-----|---|---------------|
| 1.  | Annual Town Election  | 28-34         |
| 2.  | Ballot Question – Debt Exclusion: Needham Public Library  | 28-34         |
| 3.  | Ballot Question – School Operating Override   | 28-34         |
| 4.  | Ballot Question - Public Safety   | 28-34         |
| 5.  | Ballot Question – Road Maintenance  | 28-34         |
| 6.  | Committee and Officer Reports   | 41            |
| 7.  | Non-Betterment Street Acceptance – Starr Ridge Road   | 36            |
| 8.  | Wireless Communication Facilities   | 41/42 & 51/52 |
| 9.  | Amend Classification and Standard Rates of Compensation   | 42-45         |
| 10. | Establish Elected Officials' Salaries   | 45/46         |
| 11. | Fund Collective Bargaining Agreement – Police Units A and B   | 46/47         |
| 12. | Fund Collective Bargaining Agreement – Police Superior Officers   | 47            |
| 13. | Fund Collective Bargaining Agreement – Fire Units A, B, and C   | 47            |
| 14. | Fund Collective Bargaining Agreement – DPW/NAGE   | 47            |
| 15. | Fund Collective Bargaining Agreement – ITWA Board of Selectmen  | 47            |
| 16. | Fund Collective Bargaining Agreement – AFSCME   | 47            |
| 17. | Accept Chapter 73, Section 4 of the Acts of 1986 (Continuation<br>of Increase in Property Tax Exemption Limits) | 47            |
| 18. | Appropriate for Senior Corps Program  | 47            |
| 19. | Appropriate for Compensated Absence Fund  | 47/48         |
| 20. | Appropriate for Hazardous Waste Collection  | 48            |
| 21. | Appropriate the FY2004 Operating Budget   | 48-51         |



| <u>Article</u> | <u>Descriptive Title</u>  | <u>Page</u> |
|----------------|---|-------------|
| 22.            | Appropriate the FY2004 Water Enterprise Fund Budget                             | 52/53       |
| 23.            | Appropriate the FY2004 Wastewater Enterprise Fund Budget                        | 54/55       |
| 24.            | Appropriate the FY2004 Solid Waste/Recycling Enterprise Fund Budget             | 55/56       |
| 25.            | Appropriate for Payment of Unpaid Bills of Prior Years                          | 56/57       |
| 26.            | Continue Departmental Revolving Funds   | 36/37       |
| 27.            | Establish Revolving Fund – Youth Services Program                               | 57/58       |
| 28.            | Authorization to Expend State Funds for Public Ways                             | 37          |
| 29.            | Transfer of Budgetary Fund Balance Finance Committee                            | 37/38       |
| 30.            | Appropriate for Library Construction and Design                                 | 58          |
| 31.            | Appropriate for High School Renovation Design                                   | 60/61       |
| 32.            | Appropriate for School Technology Plan  | 65          |
| 33.            | Appropriate for School Photocopier Replacement                                  | 65          |
| 34.            | Appropriate for Exterior Painting   | 38          |
| 35.            | Appropriate for School Floor Replacement  | 38          |
| 36.            | Appropriate for the Interior Painting   | 38          |
| 37.            | Appropriate for Police/Fire Building Repairs                                    | 65/66       |
| 38.            | Appropriate for Police Mobil Communication System                               | 66          |
| 39.            | Appropriate for Replacement of Public Safety Computer Hardware                  | 38          |
| 40.            | Appropriate for Fire Radio Upgrade  | 36          |
| 41.            | Appropriate for Fire Department Command Vehicle                                 | 66          |
| 42.            | Appropriate for Street Light Purchase   | 67          |
| 43.            | Appropriate for Local Road/Intersection Reconstruction Program                  | 38/39       |
| 44.            | Appropriate for Vehicles and Equipment  | 36          |
| 45.            | Appropriate for RTS Transfer Trailer  | 67          |
| 46.            | Appropriate for RTS Trommel Screener  | 67/68       |
| 47.            | Appropriate for Storm Drain Improvements  | 39          |
| 48.            | Appropriate for Brook and Culvert Repairs                                       | 68          |
| 49.            | Appropriate for Renovations to Birds Hill Water Storage Tank                    | 36          |
| 50.            | Appropriate for Water System Rehabilitation                                     | 39          |
| 51.            | Appropriate for Water System Rehabilitation/Webster/Greendale/Brookline/Manning | 39          |
| 52.            | Appropriate for Water Service Connection Installation & Replacement             | 39/40       |
| 53.            | Appropriate for Wellfield Watershed Management Study                            | 68/69       |
| 54.            | Appropriate for Wastewater Pump Station Improvement Design                      | 69          |
| 55.            | Appropriate for Wastewater System Rehabilitation                                | 69/70       |
| 56.            | Appropriate for Route 128 Sewer Main Location Feasibility Study                 | 70          |
| 57.            | Appropriate for Wastewater Pump Station Pump Replacement                        | 40          |
| 58.            | Rescind Bond Authorizations   | 70/71       |
| 59.            | Amend General By-law, Article 9 Section 9.2.2.7                                 | 72          |
| 60.            | Amend General By-Law, Article 1, Section 1.3                                    | 36          |
| 61.            | Amend General By-Law, Article 1, Section 1.1.1                                  | 40          |
| 62.            | Amend General By-Law, Article 3, Section 3.8 Noise By-Law                       | 72/73       |
| 63.            | Accept an Amendment to Military Service Credit Retirement Board                 | 40          |
| 64.            | Accept the provision of M.G.L, Chapter 40, Section 3                            | 73          |
| 65.            | Accept the provisions of M.G.L., Chapter 71, Section 71E                        | 73          |
| 66.            | Home Rule Petition: Information for Voters on Ballot Questions                  | 73-75       |
| 67.            | Adopt policy for the Purchase / Lease of Passenger Vehicles                     | 75          |
| 68.            | Establish a Community Preservation Act Study Committee                          | 75/76       |
| 69.            | Establish a Government Study Committee  | 36          |
| 70.            | Continue Community Center Study Committee                                       | 40          |
| 71.            | Continue School Safety Study Committee  | 41          |
| 72.            | Continue Solid Waste Disposal/Recycling Advisory Committee                      | 41          |
| 73.            | Omnibus Article   | 77-80       |

Special Town Meeting – May 12, 2003

|    |   |       |
|----|---|-------|
| 1. | Appropriate for Hillside School Roof Replacement/Repair | 61/62 |
| 2. | Appropriate for High School Roof Replacement/Repair     | 62    |
| 3. | Amend FY2003 Operating Budget                           | 62/63 |
| 4. | Amend FY2003 Water Enterprise Fund Budget               | 63/64 |
| 5. | Amend FY2003 Wastewater Enterprise Fund Budget          | 64    |
| 6. | Amend FY2003 Solid Waste/Recycling Enterprise Fund      | 64    |

**RECORD OF THE ANNUAL TOWN ELECTION****Monday, April 14, 2003**

Pursuant to a Warrant issued by the Selectmen February 25, 2003, the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Monday, the fifteenth day of April in the year 2003 at forty-five minutes after six o'clock in the forenoon for the purpose of nominating Town Officers and Town Meeting Members. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the Precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium  
 Precinct B - Hillside School - Gymnasium  
 Precinct C - Newman School - Gymnasium  
 Precinct D - High Rock School - Gymnasium  
 Precinct E - Pollard Middle School - Room 226  
 Precinct F - Stephen Palmer Community Room  
 Precinct G - Broadmeadow School Performance Center  
 Precinct H - Broadmeadow School Performance Center  
 Precinct I - William Mitchell School - Gymnasium  
 Precinct J - William Mitchell School - Gymnasium

The polls were opened at forty-five minutes after six o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

**ARTICLE 1: ANNUAL TOWN ELECTION**

To choose by ballot the following Town Officers:

One Moderator for One Year;  
 Two Selectmen for Three Years;  
 One Assessor for Three Years;  
 Two Members of School Committee for Three Years;  
 One Trustee of Memorial Park (trustee of soldiers' memorials - veteran) for Three Years;  
 One Trustee of Memorial Park (trustee of soldiers' memorials - non-veteran) for three Years;  
 Two Trustees of Needham Public Library for Three Years;  
 One Member of Board of Health for Three Years;  
 One Member of Planning Board for Five Years;  
 One Member of Needham Housing Authority for Five Years;  
 One Commissioner of Trust Funds for Three Years;  
 Two Members of Park & Recreation Commission for Three Years;  
 Eight Town Meeting Members from Precinct A for Three Years;  
 One Town Meeting Member from Precinct A for One Year;  
 Eight Town Meeting Members from Precinct B for Three Years;  
 One Town Meeting Member from Precinct B for Two Years;  
 Two Town Meeting Members from Precinct B for One Year;  
 Eight Town Meeting Members from Precinct C for Three Years;  
 Eight Town Meeting Members from Precinct D for Three Years;

One Town Meeting Member from Precinct D for One Year;  
 Eight Town Meeting Members from Precinct E for Three Years;  
 Two Town Meeting Members from Precinct E for Two Years;  
 Eight Town Meeting Members from Precinct F for Three Years;  
 One Town Meeting Member from Precinct F for One Year;  
 Eight Town Meeting Members from Precinct G for Three Years;  
 Eight Town Meeting Members from Precinct H for Three Years;  
 Eight Town Meeting Members from Precinct I for Three Years;  
 Eight Town Meeting Members from Precinct J for Three Years;  
 One Town Meeting Member from Precinct J for Two Years;  
 Two Town Meeting Members from Precinct J for One Year.

**ARTICLE 2: QUESTION 1: DEBT EXCLUSION: NEEDHAM PUBLIC LIBRARY**

"Shall the Town of Needham be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay for the bond issued in the principal amount not to exceed \$15,700,000 in order to provide architectural design, engineering, addition, construction, reconstruction, furnishings, equipment, and temporary location of the Needham Free Public Library?"

**ARTICLE 3: QUESTION 2: GENERAL OVERRIDE: SCHOOL DEPARTMENT**

"Shall the Town of Needham be allowed to assess an additional \$2,009,318 in real estate and personal property taxes for the purposes of defraying school operating expenses for the fiscal year beginning July first, two thousand and three?"

**ARTICLE 4: QUESTION 3: GENERAL OVERRIDE: PUBLIC SAFETY**

"Shall the Town of Needham be allowed to assess an additional \$300,000 in real estate and personal property taxes for the purposes of funding public safety services in the Police and Fire Departments for the fiscal year beginning July first, two thousand and three?"

**ARTICLE 5: QUESTION 4: GENERAL OVERRIDE: ROAD MAINTENANCE**

"Shall the Town of Needham be allowed to assess an additional \$150,000 in real estate and personal property taxes for the purposes of funding road maintenance and repair efforts by the Department of Public Works for the fiscal year beginning July first, two thousand and three?"



The ballot box returns in the Precincts were as follows:

| <u>PRECINCTS</u> | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>PRECINCTS</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> |
|------------------|----------|----------|----------|----------|----------|------------------|----------|----------|----------|----------|----------|
| 6:45 A.M.        | 0        | 0        | 0        | 0        | 0        | 6:45 A.M.        | 0        | 0        | 0        | 0        | 0        |
| 7:00 A.M.        | 0        | 9        | 13       | 12       | 0        | 7:00 A.M.        | 0        | 0        | 0        | 7        | 10       |
| 8:00 A.M.        | 61       | 54       | 69       | 100      | 65       | 8:00 A.M.        | 66       | 95       | 101      | 84       | 60       |
| 9:00 A.M.        | 110      | 99       | 161      | 164      | 127      | 9:00 A.M.        | 154      | 187      | 218      | 185      | 124      |
| 10:00 A.M.       | 188      | 156      | 262      | 217      | 224      | 10:00 A.M.       | 223      | 273      | 309      | 238      | 181      |
| 11:00 A.M.       | 239      | 234      | 310      | 282      | 305      | 11:00 A.M.       | 318      | 328      | 375      | 343      | 228      |
| 12:00 NOON       | 301      | 282      | 375      | 327      | 346      | 12:00 NOON       | 368      | 400      | 445      | 415      | 283      |
| 1:00 P.M.        | 332      | 350      | 414      | 383      | 415      | 1:00 P.M.        | 425      | 438      | 523      | 473      | 323      |
| 2:00 P.M.        | 372      | 389      | 457      | 415      | 470      | 2:00 P.M.        | 495      | 498      | 644      | 527      | 371      |
| 3:00 P.M.        | 418      | 434      | 506      | 473      | 536      | 3:00 P.M.        | 528      | 542      | 657      | 595      | 419      |
| 4:00 P.M.        | 470      | 490      | 552      | 514      | 612      | 4:00 P.M.        | 594      | 608      | 727      | 656      | 473      |
| 5:00 P.M.        | 535      | 548      | 625      | 602      | 699      | 5:00 P.M.        | 662      | 689      | 810      | 754      | 526      |
| 6:00 P.M.        | 603      | 617      | 719      | 708      | 794      | 6:00 P.M.        | 778      | 773      | 930      | 877      | 626      |
| 7:00 P.M.        | 694      | 706      | 840      | 837      | 933      | 7:00 P.M.        | 918      | 928      | 1021     | 1064     | 772      |
| 8:00 P.M.        | 777      | 774      | 934      | 932      | 1080     | 8:00 P.M.        | 1056     | 1079     | 1195     | 1197     | 862      |

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9: 36 P.M., April 14, 2003.

The total number of votes cast was as follows:

|              | <u>Total</u> |
|--------------|--------------|
| Precinct A   | 777          |
| Precinct B   | 774          |
| Precinct C   | 934          |
| Precinct D   | 932          |
| Precinct E   | 1080         |
| Precinct F   | 1056         |
| Precinct G   | 1079         |
| Precinct H   | 1195         |
| Precinct I   | 1197         |
| Precinct J   | 862          |
| <b>TOTAL</b> | <b>9889</b>  |

(The absentee ballots are included in the Total Vote)

**TOTAL VOTE CAST – 9,889**  
**(53.58% of Registered Voters)**

The results of the balloting was s follows:

### TOWN OFFICES

|   | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> | <u>TOTAL</u> |
|---|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| Total # of Votes Cast   | 777      | 774      | 934      | 932      | 1080     | 1056     | 1079     | 1195     | 1197     | 865      | 9,889        |
| <b>MODERATOR (For One Year)(Vote for One)</b>   |          |          |          |          |          |          |          |          |          |          |              |
| Michael K. Fee  | 505      | 565      | 672      | 617      | 742      | 727      | 771      | 825      | 824      | 582      | 6,830        |
| Scattered Write-Ins   | 8        | 2        | 5        | 2        | 4        | 5        | 6        | 3        | 6        | 1        | 42           |
| Blanks  | 264      | 207      | 257      | 313      | 334      | 324      | 302      | 367      | 367      | 282      | 3,017        |
| <b>SELECTMAN (For Three Years)(Vote for One)</b>  |          |          |          |          |          |          |          |          |          |          |              |
| William M. Powers   | 283      | 312      | 331      | 354      | 359      | 415      | 392      | 416      | 460      | 315      | 3,637        |
| John Bulian   | 382      | 349      | 438      | 403      | 493      | 488      | 500      | 601      | 514      | 364      | 4,532        |
| James G. Healy  | 453      | 496      | 619      | 586      | 743      | 615      | 763      | 777      | 791      | 549      | 6,392        |
| Scattered Write-Ins   | 1        | 1        | 1        | 0        | 1        | 2        | 3        | 2        | 5        | 0        | 16           |
| Blanks  | 435      | 390      | 479      | 521      | 564      | 592      | 500      | 594      | 624      | 502      | 5,201        |
| <b>ASSESSOR (for three years)(Vote for One)</b>   |          |          |          |          |          |          |          |          |          |          |              |
| John J. Ryan  | 481      | 519      | 591      | 537      | 650      | 677      | 704      | 753      | 728      | 524      | 6,164        |
| Scattered Write-Ins   | 3        | 0        | 2        | 3        | 6        | 5        | 2        | 1        | 5        | 1        | 28           |
| Blanks  | 293      | 255      | 341      | 392      | 424      | 374      | 373      | 441      | 464      | 340      | 3,697        |
| <b>SCHOOL COMMITTEE (for three years)(Vote for Not More Than Two)</b>   |          |          |          |          |          |          |          |          |          |          |              |
| Paul F. Denver  | 450      | 484      | 547      | 515      | 627      | 643      | 710      | 733      | 777      | 514      | 6,000        |
| Donald B. Gratz   | 464      | 458      | 526      | 464      | 556      | 583      | 596      | 638      | 624      | 445      | 5,354        |
| Scattered Write-Ins   | 2        | 3        | 4        | 1        | 5        | 7        | 7        | 4        | 7        | 0        | 40           |
| Blanks  | 6338     | 603      | 791      | 884      | 972      | 879      | 845      | 1015     | 986      | 771      | 8,384        |
| <b>TRUSTEE OF MEMORIAL PARK (Trustee of soldier's memorials – Veteran)(for three years)(Vote for One)</b>     |          |          |          |          |          |          |          |          |          |          |              |
| Aaron Sockol  | 497      | 540      | 601      | 567      | 640      | 713      | 702      | 790      | 773      | 549      | 6,372        |
| Scattered Write-Ins   | 3        | 0        | 4        | 0        | 2        | 5        | 5        | 1        | 5        | 2        | 27           |
| Blanks  | 277      | 234      | 329      | 365      | 438      | 338      | 372      | 404      | 419      | 314      | 3,490        |
| <b>TRUSTEE OF MEMORIAL PARK (Trustee of soldier's memorials – non-veteran)(for three years)(Vote for One)</b> |          |          |          |          |          |          |          |          |          |          |              |
| Robert Christopher Casavant   | 487      | 509      | 594      | 541      | 638      | 658      | 687      | 728      | 747      | 524      | 6,113        |
| Scattered Write-ins   | 1        | 2        | 0        | 1        | 3        | 2        | 2        | 1        | 2        | 1        | 15           |
| Blanks  | 289      | 263      | 340      | 390      | 439      | 396      | 390      | 466      | 448      | 340      | 3,761        |
| <b>TRUSTEE OF NEEDHAM PUBLIC LIBRARY (for three years)(Vote for Not More Than Two)</b>                        |          |          |          |          |          |          |          |          |          |          |              |
| Emily M. Salaun   | 448      | 472      | 553      | 507      | 607      | 623      | 653      | 702      | 709      | 524      | 5,798        |
| Gregory John Shesko   | 407      | 447      | 512      | 474      | 585      | 605      | 628      | 636      | 634      | 452      | 5,380        |
| Scattered Write-Ins   | 2        | 2        | 0        | 1        | 4        | 6        | 5        | 2        | 3        | 2        | 27           |
| Blanks  | 697      | 627      | 803      | 882      | 964      | 878      | 872      | 1050     | 1048     | 752      | 8,573        |
| <b>BOARD OF HEALTH (for three years)(Vote for One)</b>  |          |          |          |          |          |          |          |          |          |          |              |
| Alan K. Stern   | 357      | 328      | 431      | 394      | 415      | 477      | 489      | 517      | 523      | 375      | 4,306        |
| Denise C. Garlick   | 236      | 298      | 615      | 625      | 423      | 386      | 377      | 426      | 410      | 296      | 3,492        |
| Scattered Write-Ins   | 1        | 1        | 2        | 1        | 1        | 1        | 0        | 1        | 1        | 0        | 9            |
| Blanks  | 183      | 147      | 186      | 212      | 241      | 192      | 213      | 251      | 263      | 194      | 2,082        |



TOWN OFFICES

|   | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> | <u>TOTAL</u> |
|---|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| Total # of Votes Cast   | 777      | 774      | 934      | 932      | 1080     | 1056     | 1079     | 1195     | 1197     | 865      | 9,889        |
| <b>PLANNING BOARD</b> (for five years)(Vote for One)                                  |          |          |          |          |          |          |          |          |          |          |              |
| Devra G. Bailin   | 446      | 479      | 554      | 508      | 610      | 644      | 659      | 694      | 706      | 494      | 5,794        |
| Scattered Write-Ins   | 6        | 0        | 2        | 3        | 2        | 6        | 2        | 2        | 2        | 1        | 26           |
| Blanks  | 325      | 295      | 378      | 421      | 468      | 406      | 418      | 499      | 489      | 370      | 4,069        |
| <b>NEEDHAM HOUSING AUTHORITY</b> (for five years)(Vote for One)                       |          |          |          |          |          |          |          |          |          |          |              |
| Richard W. Gatto  | 484      | 512      | 585      | 575      | 644      | 672      | 707      | 725      | 728      | 539      | 6,171        |
| Scattered Write-Ins   | 3        | 0        | 2        | 1        | 3        | 4        | 2        | 4        | 5        | 2        | 26           |
| Blanks  | 290      | 262      | 347      | 356      | 433      | 380      | 370      | 466      | 464      | 324      | 3,692        |
| <b>COMMISSIONER OF TRUST FUNDS</b> (for three years)(Vote for One)                    |          |          |          |          |          |          |          |          |          |          |              |
| Ford H. Peckham   | 236      | 252      | 305      | 307      | 429      | 325      | 374      | 479      | 415      | 292      | 3,414        |
| Rachel Weinstock  | 280      | 290      | 329      | 302      | 312      | 401      | 375      | 375      | 410      | 286      | 3,360        |
| Scattered Write-Ins   | 1        | 0        | 0        | 1        | 3        | 2        | 0        | 0        | 2        | 0        | 9            |
| Blanks  | 260      | 232      | 300      | 322      | 336      | 328      | 330      | 341      | 370      | 287      | 3,106        |
| <b>PARK &amp; RECREATION COMMISSION</b> (for three years)(Vote for Not More Than Two) |          |          |          |          |          |          |          |          |          |          |              |
| Thomas J. Conroy  | 465      | 472      | 547      | 507      | 637      | 638      | 666      | 737      | 730      | 502      | 5,901        |
| Richard B. Weitzen  | 397      | 409      | 480      | 439      | 521      | 534      | 618      | 607      | 607      | 424      | 5,036        |
| Scattered Write-Ins   | 1        | 0        | 2        | 2        | 3        | 2        | 3        | 1        | 2        | 1        | 17           |
| Blanks  | 691      | 667      | 839      | 916      | 999      | 938      | 871      | 1045     | 1055     | 803      | 8,824        |
| <b>BALLOT QUESTION #1</b> (debt Exclusion - Needham Public Library - \$15,700,000)    |          |          |          |          |          |          |          |          |          |          |              |
| YES   | 334      | 387      | 541      | 500      | 623      | 590      | 683      | 540      | 662      | 440      | 5,300        |
| NO  | 428      | 372      | 384      | 418      | 443      | 443      | 382      | 638      | 521      | 406      | 4,435        |
| Blanks  | 15       | 15       | 9        | 14       | 14       | 23       | 14       | 17       | 14       | 19       | 154          |
| <b>BALLOT QUESTION #2</b> (General Override - School Department - \$2,009,318)        |          |          |          |          |          |          |          |          |          |          |              |
| YES   | 364      | 426      | 573      | 535      | 656      | 631      | 726      | 654      | 725      | 492      | 5,782        |
| NO  | 402      | 333      | 353      | 388      | 409      | 408      | 340      | 528      | 461      | 355      | 3,977        |
| Blanks  | 11       | 15       | 8        | 9        | 15       | 17       | 13       | 13       | 11       | 18       | 130          |
| <b>BALLOT QUESTION #3</b> (General Override - Public Safety - \$300,000)              |          |          |          |          |          |          |          |          |          |          |              |
| YES   | 445      | 467      | 590      | 587      | 658      | 650      | 722      | 691      | 755      | 525      | 6,090        |
| NO  | 317      | 288      | 339      | 328      | 404      | 376      | 338      | 484      | 423      | 318      | 3,615        |
| Blanks  | 15       | 19       | 5        | 17       | 18       | 30       | 19       | 20       | 19       | 22       | 184          |
| <b>BALLOT QUESTION #4</b> (General Override - Road Maintenance - \$150,000)           |          |          |          |          |          |          |          |          |          |          |              |
| YES   | 478      | 501      | 620      | 633      | 738      | 701      | 779      | 772      | 793      | 587      | 6,602        |
| NO  | 293      | 252      | 303      | 282      | 324      | 337      | 284      | 411      | 384      | 263      | 3,133        |
| Blanks  | 6        | 21       | 11       | 17       | 18       | 18       | 16       | 12       | 20       | 15       | 154          |

**TOWN MEETING MEMBERS**

\* Tie Vote

**PRECINCT A (For three years)(Vote for Not More Than Eight)**

|                    |     |                       |     |
|--------------------|-----|-----------------------|-----|
| Cheryl Gosmon      | 380 | George E. Travis, Jr. | 375 |
| Walter D. Herrick  | 375 | Write-Ins:            |     |
| Wanda Lempitski    | 381 | Mary E. Keane-Hazzard | 9   |
| Karen R Levine     | 417 | Louis M. Picarello    | 8   |
| Blanche D. Randall | 365 | Alvin Pierce          | 4   |
| Rhonda K. Spector  | 402 |                       |     |

**PRECINCT A (For one year)(Vote for One)**

|                  |   |                       |   |
|------------------|---|-----------------------|---|
| Write-Ins:       |   | * Louis M. Picariello | 3 |
| * David P. Nigro | 3 |                       |   |

**Precinct B (For One year)(Vote for Not More Than Eight)**

|                       |     |                      |     |
|-----------------------|-----|----------------------|-----|
| Damon J. Borrelli     | 482 | Kevin T. Pendergast  | 418 |
| Wildred G. Corey      | 424 | Steven Rosenstock    | 425 |
| John J. Frankenthaler | 414 | Write-In:            |     |
| David C. Harris       | 422 | Mindy A. Merow Rubin | 4   |
| Thomas M. Jacob       | 429 |                      |     |

**PRECINCT B (For two years)(Vote for One)**

|                    |     |
|--------------------|-----|
| Glenn S. Orenstein | 483 |
|--------------------|-----|

**PRECINCT B (for one year)(Vote for Not More Than Two)**

|                        |   |                   |   |
|------------------------|---|-------------------|---|
| Write-Ins:             |   | * Brian M. Sosner | 2 |
| * Mindy A. Merow-Rubin | 2 | * Carol S. Sosner | 2 |

**PRECINCT C (For three years)(Vote for Not More Than Eight)**

|                  |     |                             |     |
|------------------|-----|-----------------------------|-----|
| Susan A. Barber  | 457 | Jeffrey W. Stulin           | 268 |
| John H. Haslip   | 349 | Jonathan D. Tamkin          | 330 |
| Cynthia D. Loker | 365 | Paul B. Tillotson           | 388 |
| Ruth Z. Nadol    | 365 | Russell S. Broad, Jr.       | 402 |
| Steven C. Sharaf | 370 | Christopher Richard Dollase | 340 |

**PRECINCT D (For three years)(Vote for Eight)**

|                           |     |                     |     |
|---------------------------|-----|---------------------|-----|
| Kathryn B. Ballard        | 415 | Maura Brady Steeves | 377 |
| William A. Concannon      | 380 | Serge J. Zdanovich  | 225 |
| Cynthia Conturie          | 336 | Barry J. Coffinan   | 276 |
| Patrice O'Toole           | 329 | David R. Cox        | 336 |
| Margaret Leslie Pantridge | 315 | David J. Sexton     | 323 |
| Julene E. Schultz         | 292 |                     |     |

**PRECINCT D (For one year)(Vote for One)**

|                |     |                  |     |
|----------------|-----|------------------|-----|
| Albert C. Dore | 232 | Jeffrey B. Megar | 296 |
|----------------|-----|------------------|-----|



TOWN MEETING MEMBERS

\* Tie Vote

PRECINCT E (For three years)(Vote for Not More Than Eight)

|                      |     |                      |     |
|----------------------|-----|----------------------|-----|
| Michelle S. Ardini   | 512 | William J. Miles     | 487 |
| Lawrence R. Cummings | 529 | Paul A. Siegenthaler | 487 |
| Paul J. Durda        | 506 | Martin L. B. Walter  | 491 |
| Jeffrey A. Kleiman   | 527 | Philip V. Robey      | 586 |

PRECINCT E (For two years)(Vote for Not More Than Two)

|                     |     |               |     |
|---------------------|-----|---------------|-----|
| Theodore Weiner     | 408 | Carl M. Rubin | 263 |
| Theodore M. Crowell | 495 |               |     |

PRECINCT F (For three years)(Vote for Not More Than Eight)

|                     |     |                      |     |
|---------------------|-----|----------------------|-----|
| Vincent J. Fabiani  | 562 | Denise C. Garlick    | 621 |
| Bernard H. Ford     | 527 | Write-Ins:           |     |
| David B. Frischling | 507 | Richard M. Freedberg | 44  |
| Jeffrey D. Heller   | 522 |                      |     |
| Gregory John Shesko | 551 | William Okerman      | 40  |

PRECINCT F (For one year)(Vote for One)

Write-Ins:  
Alexander R. Garlick

32

PRECINCT G (For three years)(Vote for Not More Than Eight)

|                     |     |                    |     |
|---------------------|-----|--------------------|-----|
| Paul H. Attridge    | 496 | Paul O'Connor      | 537 |
| William F. Connors  | 499 | Richard B. Weitzen | 444 |
| Michael J. Crawford | 513 | Marcia B. Young    | 559 |
| John W. Day         | 482 | Thomas M. Harkins  | 576 |
| Richard DeMeis      | 505 |                    |     |

PRECINCT H (For three years)(Vote for Not More Than Eight)

|                       |     |                    |     |
|-----------------------|-----|--------------------|-----|
| Julia Satti Cosentino | 585 | Jeffrey Kristeller | 540 |
| Michael A. Diener     | 545 | Arthur P. Phillips | 502 |
| Rosalie G. Fox        | 659 | Lois F. Sockol     | 667 |
| Peter Friedenberg     | 528 | Aaron Sockol       | 474 |
| Elizabeth P. Handler  | 612 |                    |     |

PRECINCT I (For three years)(Vote for Not More Than Eight)

|                      |     |                    |     |
|----------------------|-----|--------------------|-----|
| Harry F. Kearins     | 495 | June C. Seraydar   | 437 |
| Peter J. Pingitore   | 475 | Ada W. Suydam      | 380 |
| Leslie Ann Renzulli  | 517 | Michael T. Vaughnn | 483 |
| Nicholas S. Renzulli | 442 | Thomas M. Hession  | 458 |
| Robert J. Rondinii   | 471 | Leo C. Schlittler  | 358 |

PRECINCT J (For three years (Vote for Not More Right)

|                        |     |                    |     |
|------------------------|-----|--------------------|-----|
| Robert Scott Amsbary   | 374 | Margaret A. Tucker | 384 |
| Bradley M. Christenson | 359 | Stuart B. Chandler | 393 |
| Caroline B. Edge       | 377 | John Harrington    | 367 |
| Marcia B. Mather       | 428 | David P. Coelho    | 340 |
| Jane B. Murphy         | 408 |                    |     |

**TOWN MEETING MEMBERS**

- Tie Vote

**PRECINCT J (For two years)(Vote for One)**

Lynne D. Stern

524

**PRECINCT J (For one year)(Vote for Not More Than Two) \***

\* Printing Error – Should be (Vote for One)

Keith M Saxon

505

The ballots cast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at the entrance to the polling place and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 9:36 P.M., April 14, 2003.

Theodora K. Eaton, CMMC/AAE  
Town Clerk

**ELECTION**

(To break Tie Votes in Precinct A  
for Write-In Candidates for the One-Year Term)

Tuesday, April 23, 2003  
7:30 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct A was held on Tuesday, April 23, 2003 at 7:30 P.M. for the purpose of electing one of two write-in candidates receiving tie votes to fill a vacancy until the next Annual Town Election. The ballots were cast with the following results:

|                     |         |
|---------------------|---------|
| Louis M. Picariello | 6 Votes |
| David P. Nigro      | 0 Votes |



# ANNUAL TOWN MEETING FOR THE TRANSACTION OF BUSINESS

May 5, 2003

Pursuant to a Warrant issued by the Selectmen February 25, 2003, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Monday, May 5, 2003, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 239 voters, including 230 Town Meeting Members, were checked on the list as being present.

The meeting was called to order at 7:30 o'clock by the Moderator, Michael K. Fee. The Pollard Middle School Treble Choir, under the direction of Mr. Jonathan Vanderwoude, a teacher in the Music Department of the Needham Public Schools, opened the meeting with several songs including their rendition of America The Beautiful. The colors were presented this year by Private First Class Ngo, Erie, PA; Specialist Washington, Cleveland, Ohio; Specialist Whitsitt, Windsor, CT; Private First Class Gentry, Owensboro, KY; Private First Class Shoemaker, Kansas City, MO; and Private First Class Castillo, Edcouch, TX, a contingent of active duty U. S. Army personnel from the United States Army Soldier System Command, Research and Development Center in Natick, better known as the "Natick Army Labs", while those present joined in pledging allegiance to the flag. A Needham resident and employee of the Army Labs, Mr. Michael Acheson, volunteered for active duty with the 101<sup>st</sup> Airborne and is now serving with that unit somewhere in the Iraq theater of operations. As we welcome this color guard, let us remember the sacrifices being made by many Needham residents currently serving their country. Let us hope for their speedy and safe return home and let us remember the brave men and women who have recently sacrificed their lives to secure safety for their countrymen and freedom for the Iraqi people. Town Meeting Members joined the Pollard Middle School Treble Choir in singing our National Anthem. The Moderator thanked Peter McLaughlin and Andre Pasquarosa for manning the microphones this evening.

At the designation of the President of the Needham Clergy Association, the Reverend Caroline B. Edge, Pastor of the Carter Memorial United Methodist Church and Town Meeting Member from Precinct J, gave the invocation.

The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Town Meeting Members were sworn to the faithful performance of their duties by the Town Clerk.

The Moderator announced the following ground rules and these were adopted unanimously:

1. Please rise to be recognized and address the Moderator. When a member is recognized by the Chair, you must state your name and precinct clearly so that the Town Clerk may keep accurate records. If for some reason related to a disability a

member cannot rise, shout "Mr. Moderator" or raise their hand high, please inform the Chair so that appropriate accommodation may be made.

2. A speaker will be ruled out of order who refers to personalities or in the judgment of the Moderator, exceeds the bonds of civility. Let us remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.

3. All commentary, remarks and inquiries must be addressed to the Moderator as Chair.

4. Anyone exiting or entering the hall while we are in session must use care not to disrupt the session and in particular, must not slam the doors.

5. No eating, drinking or smoking is permitted in the hall.

6. No firearms or weapons may be brought into the hall.

7. No hats may be worn except by uniformed personnel.

8. Your attention is drawn to the disclosure required by an attorney employed by one who has an interested in a matter as set forth in Art. I, Sec. 1.9 of the Needham General By-Laws.

9. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

10. Short motions to amend and procedural motions need not be in writing.

11. Parliamentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

12. Limits on debate shall be enforced by the Moderator.

13. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

14. As stated in the Moderator's memorandum to Town Meeting Members, inappropriate conduct involving the T.V. cameras shall be dealt with swiftly by the chair and will be deemed to be out of order.

15. Unanimous consent was given to adopt the following limits of debate:

15 Minutes in total - Committee Chairpersons, Proponents, Attorneys representing proponents; subject to extension by the Moderator.

5 Minutes - Town Meeting Members, non-Town Meeting Members, visitors other than attorneys. (5 min. in total per article)

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken

unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

As in previous years, with respect to Article 21, the Fiscal Year 2004 Operating Budget, as well as Articles 22, 23, and 24, enterprise fund budgets, no motion to amend which adds funds to a particular line item or items will be in order unless the movant identifies the line items elsewhere in the budget from which these funds will be taken.

Hearing no objection, the Moderator finds by majority vote that the rules of practice concerning debate and rules of procedure as described by the Moderator are voted and adopted and the Town Clerk will so record.

The Moderator introduced a special guest tonight, Ms Petra Freund, a student from Germany studying at Needham High School and staying with her Needham family, David and Lyn Haden.

The Moderator noted that there are no changes in the affirmative motions as contrasted with articles.

The Moderator announced that the proponents of Articles 40, 44, 49, 60 and 69 requested unanimous consent to withdraw these articles. Town Meeting Members indicated that there were no objections to the withdrawal of these articles and it was voted unanimously to withdraw Articles 40, 44, 49, 60 and 69.

The Moderator announced the following articles in which there will be motions to amend and therefore cannot be passed by unanimous consent: Articles 8, 9, 10, 11, 12, 13, 14, 15, 16, 19, 20, 21, 22,, 23, 24, 25, 27, 31, 32, 41, 42, 48, 53, 58, 59, and 68.

The Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No 7. No Town Meeting Member responded with "question" or "debate" to the following articles: 7, 26, 28, 28, 34, 35, 36, 39, 43, 47, 50, 51, 52, 57, 61, 63, 70, 71 and 72.

The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. The Moderator stated that the Town Counsel had filed copies of an affirmative motion for each article with the Town Clerk on April 31, 2003, and that the motions had been available for public scrutiny since that date. It was moved that all affirmative motions for the above-mentioned articles be adopted by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

**ARTICLE 7: NON-BETTERMENT STREET  
ACCEPTANCE – STARR RIDGE ROAD**

To see if the Town will vote to accept the following streets or portions thereof, constructed by developers under the requirement of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plans: Starr Ridge Road; or take any other action relative thereto.

*Article 7 Explanation: Star Ridge Road was constructed by the developers in conformance with the Town's design standards. This Article, if accepted, will make Starr Ridge Road a public way.*

MOVED: That the Town vote to accept the following streets or portions thereof, constructed by developers under the requirement of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plans: Starr Ridge Road.

ACTION: So voted by unanimous vote.

**ARTICLE 26: CONTINUE DEPARTMENTAL REVOLVING FUNDS**

To see if the Town will vote to authorize and continue revolving funds for certain town departments pursuant to the provisions of M.G.L., Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2003:

| <u>Revolving Fund</u>          | <u>Authority to Spend</u>               | <u>Revenue Source</u>              | <u>Use of Fund</u>                             | <u>FY2004 Budget</u> |
|--------------------------------|---|------------------------------------|--|----------------------|
| School Busing                  | School Committee                        | Fee Based Busing Program Receipts  | Transportation of students to and from School  | \$300,000            |
| Memorial Park                  | Memorial Park Trustees                  | Food Concessions                   | Improvements to Memorial Park                  | \$4,100              |
| Local Transportation           | Council on Aging Director               | MBTA, Grants, Donations            | Transportation program for COA                 | \$40,000             |
| Yard Waste Processing Program  | Board of Selectmen / DPW Director       | Town and Participating Communities | Multi-Community yard waste processing program  | \$75,000             |
| Home Composting Bin Account    | Board of Selectmen / DPW Director       | Sale of Bins                       | Purchase of additional home composting bins    | \$3,000              |
| Garbage Collection             | Board of /Selectmen / DPW Director      | Receipts received                  | Residential & Commercial food waste collection | \$40,000             |
| Human Rights Committee Invest. | Board of Selectmen / Town Administrator | MCAD                               | Costs related to the Investigation of MCAD     | \$2,000              |



| Account                  |                           |              | Complaints                                   |         |
|--------------------------|---------------------------|--------------|--|---------|
| Senior Center Activities | Council on Aging Director | Program Fees | Costs related to social programs for elderly | \$1,000 |

or take any other action relative thereto.

**Article 26 Explanation and Summary of G.L. Chapter 44, Section 53E ½:** A revolving fund established under the provisions of G.L. Chapter 44, Section 53E ½ must be authorized annually by vote of the Town Meeting. The fund shall be credited only with the departmental receipts received in connection with the programs supported by such revolving fund, and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½. The Annual Town Meeting authorization for each revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; and (4) a limit on the amount which may be expended from such fund in the ensuing year. In any fiscal year, the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to G.L. Chapter 59, Section 23.

**MOVED:** That the Town vote to authorize and continue revolving funds for certain town departments pursuant to the provisions of M.G.L., Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2003:

| Revolving Fund                         | Authority to Spend                      | Revenue Source                     | Use of Fund   | FY2004 Budget |
|--|---|------------------------------------|---|---------------|
| School Busing                          | School Committee                        | Fee Based Busing Program Receipts  | Transportation of students to and from School         | \$300,000     |
| Memorial Park                          | Memorial Park Trustees                  | Food Concessions                   | Improvements to Memorial Park                         | \$4,100       |
| Local Transportation                   | Council on Aging Director               | MBTA, Grants, Donations            | Transportation program for COA                        | \$40,000      |
| Yard Waste Processing Program          | Board of Selectmen / DPW Director       | Town and Participating Communities | Multi-Community yard waste processing program         | \$75,000      |
| Home Composting Bin Account            | Board of Selectmen / DPW Director       | Sale of Bins                       | Purchase of additional home composting bins           | \$3,000       |
| Garbage Collection                     | Board of /Selectmen / DPW Director      | Receipts received                  | Residential & Commercial food waste collection        | \$40,000      |
| Human Rights Committee Invest. Account | Board of Selectmen / Town Administrator | MCAD                               | Costs related to the Investigation of MCAD Complaints | \$2,000       |
| Senior Center Activities               | Council on Aging Director               | Program Fees                       | Costs related to social programs for elderly          | \$1,000       |

**ACTION:** So voted by unanimous vote.

## **ARTICLE 28: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS**

To see if the Town will vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department; or take any other action relative thereto.

**Article 28 Explanation:** State law requires that Town Meeting approve the use of funds received from the State for road construction purposes. In FY03, the Town received approximately \$457,051 in Chapter 90 funding.

**MOVED:** That the Town vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department.

**ACTION:** So voted by unanimous vote.

## **ARTICLE 29: TRANSFER OF BUDGETARY FUND BALANCE**

To see if the Town will vote to transfer \$3,473,452 from the Budgetary Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in its computation of the tax rate for the fiscal year 2004; or take any other action relative thereto.

**Article 29 Explanation:** Budgetary fund balance (free cash) is the result of unexpended appropriations and revenue in excess of estimates from fiscal year 2002.

**MOVED:** that the Town vote to transfer \$3,473,452 from the Budgetary Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in its computation of the tax rate for the fiscal year 2004.

ACTION: So voted by unanimous vote.

#### **ARTICLE 34: APPROPRIATE FOR EXTERIOR PAINTING**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$35,000 for exterior painting at public facilities, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

*Article 34 Explanation: The first priority for exterior painting is the Pollard School. The tongue and groove trim components on the exterior of the Pollard Middle School are showing wear since they were originally stained in 1993. These components were constructed of redwood, a material that will be very durable as long as it continues to be stained. This request will ensure that the Pollard School reconstruction work is not allowed to deteriorate. This project was deferred in fiscal year 2002 and fiscal year 2003.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$35,000 for exterior painting at public facilities, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy.

ACTION: So voted by unanimous vote.

#### **ARTICLE 35: APPROPRIATE FOR SCHOOL FLOORING REPLACEMENT**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$50,000 to replace flooring in school buildings, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

*Article 35 Explanation: This request is part of a multi-year plan to systematically address the need to replace asbestos flooring in school buildings. In most cases, the worn flooring is comprised of asbestos, or carpeting glued directly to tiles that contain asbestos. In all cases, the asbestos floor tile is a minimum of 30 years old and would be due for replacement even if it did not contain asbestos. It is estimated that it will take 20 years to remove and replace all asbestos flooring in Needham classrooms. This effort will be directed toward those schools not slated for renovation work in the near future, or for emergency repair areas. It is anticipated the FY04 funding will be used to replace tile in the Hillside School. This program was deferred in fiscal years 2002 and 2003.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$50,000 to replace flooring in school buildings, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy.

ACTION: So voted by unanimous vote.

#### **ARTICLE 36: APPROPRIATE FOR INTERIOR PAINTING**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$75,000 for interior painting at public facilities, to be spent under the direction of the Municipal Building

Maintenance Board and raised from the tax levy; or take any other action relative thereto.

*Article 36 Explanation: This request is to address the need for the maintenance of interior spaces at public facilities. The amount appropriated in the annual operating budget of the Municipal Building Maintenance Department has been insufficient to address the total work needed. This has resulted in the deferral of many projects. This project was proposed in fiscal year 2001 and withdrawn due to funding priorities.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$75,000 for interior painting at public facilities, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy.

ACTION: So voted by unanimous vote.

#### **ARTICLE 39: APPROPRIATE FOR REPLACEMENT OF PUBLIC SAFETY COMPUTER HARDWARE**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$120,000 to replace public safety computer hardware, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

*Article 39 Explanation: This request would replace the main computer system which runs all public safety systems. As with all computer hardware, maintenance costs rise with the age of the equipment, and the five year replacement cycle has become standard. This upgrade will include most of the peripheral equipment, and terminals or PC's which connect to the system. All of this equipment will be at least ten years old and is subject to very demanding use.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$120,000 to replace public safety computer hardware, to be spent under the direction of the Board of Selectmen and raised from the tax levy.

ACTION: So voted by unanimous vote.

#### **ARTICLE 43: APPROPRIATE FOR LOCAL ROAD/INTERSECTION RECONSTRUCTION PROGRAM**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$500,000 for road and intersection improvements and reconstruction, including engineering design and construction administration, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

*Article 43 Explanation This request reflects partial funding of the Town's road and intersection reconstruction program, which was deferred entirely in fiscal year 2003. The funds would be used to perform some of the following: 1) Reconstruction of roads will be performed on the basis of priorities and conditions at the time of funding. At this time, the Department of Public Works has identified Mellen Street, Noanett Road, Hewitt Circle, and Amelia Road as a priority; 2) Funding will be used to make extraordinary*



repairs to both local and Chapter 90 eligible roads; 3) Reconstruction of intersections will be performed on the basis of priorities and conditions at the time of funding. At this time, the Department of Public Works has identified Greendale Avenue at High Street and Tower Avenue, Central Avenue at Charles River Street, and Dedham Avenue at Harris Avenue as high priorities; 4) Work will be undertaken on local and/or Chapter 90 roads. The amount of \$240,000 has been appropriated annually in the DPW operating budget for street resurfacing and sidewalk maintenance, including street sweeping, fence and guard rail repair, sidewalk and curbing repair and handicap ramp repairs. Of this amount approximately \$180,000 is used for cracksealer surface treatments and street resurfacing an amount that has been level-funded since 1999 and is significantly deficient given the number of roads which require improvement

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$500,000 for road and intersection improvements and reconstruction, including engineering design and construction administration, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7.

ACTION: So voted by unanimous vote.

#### **ARTICLE 47: APPROPRIATE FOR STORM DRAIN IMPROVEMENTS**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$170,000 for improvements to the storm drainage system, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

*Article 47 Explanation: The Town entered into a Memorandum of Understanding with the U.S. Environmental Protection Agency to undertake a Town-wide investigation and develop a stormwater master plan. This plan is now complete. Proposed improvements to the storm drainage system to improve the quality of water discharged include installation of a special, oversized drainage manhole, a new drain pipe, and a specialized outlet in the Lake Drive area. The Lake Drive catch basins will also be tied into the new drain pipe. The intent is to remove sediment, trash, and volatile organic compounds from the stormwater coming from the downtown areas, and to improve the quality of the stormwater flow to Rosemary Lake in accordance with NPDES, Phase II requirements.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$170,000 for improvements to the storm drainage system, to be spent under the direction of the Board of Selectmen and raised from the tax levy.

ACTION: So voted by unanimous vote.

#### **ARTICLE 50: APPROPRIATE FOR WATER SYSTEM REHABILITATION /GREAT PLAIN AVENUE**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$535,000, for water system rehabilitation, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the

Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 8; or take any other action relative thereto.

*Article 50 Explanation: The water main in a portion of Great Plain Avenue east of Needham Square is now 85 years old or older and should be replaced prior to the reconstruction of the roadway. The accelerated deterioration of the roadway has caused the DPW to advance this water main replacement in the priority schedule. Depending on the level of roadway deterioration during the 2002/2003 winter season, the DPW is prepared to initiate construction. The engineering and design is underway in-house.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$535,000, for water system rehabilitation, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 8.

ACTION: So voted by unanimous vote.

#### **ARTICLE 51: APPROPRIATE FOR WATER SYSTEM REHABILITATION**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$900,500 for costs to reconstruct the water system on portions of the following: Webster Street, Greendale Avenue, Brookline Street and Manning Street, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 8; or take any other action relative thereto.

*Article 51 Explanation: The recently completed Water System Master Plan identified a range of necessary improvements including various system upgrades to water mains that are greater than 75 years of age. This is due to the age of these mains, and the fact that the volume of water in these subsystems may become insufficient for fire suppression. Reduced volumes of water are due to the buildup of tuberculation in the mains, and the consequent reduction in pipe diameter. The amount of \$105,000 was appropriated for the design of this project at the November 13, 2002 Special Town Meeting.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$900,500 for costs to reconstruct the water system on portions of the following: Webster Street, Greendale Avenue, Brookline Street and Manning Street, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 8.

ACTION: So voted by unanimous vote.

#### **ARTICLE 52: APPROPRIATE FOR WATER SERVICE CONNECTION/ INSTALLATION & REPLACEMENT**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$100,000 for water service connection, installation, and/or replacement, to be spent under the direction of the Board of Selectmen, and to meet this appropriation that



\$100,000 be transferred from water retained earnings; or take any other action relative thereto.

*Article 52 Explanation: This project is proposed as an adjunct to the DPW road construction program. It consists of the replacement of old water services that were not replaced when water mains were replaced. The purpose is to prevent the failure of an element of the subsurface infrastructure before the desired life of the reconstructed roadway. In the case of Chapter 90 projects, this expense is not reimbursable. This project will also benefit the on-going lead and copper rule compliance program by removing lead services from the water distribution system*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$100,000 for water service connection, installation, and/or replacement, to be spent under the direction of the Board of Selectmen, and to meet this appropriation that \$100,000 be transferred from water retained earnings.

ACTION: So voted by unanimous vote.

#### **ARTICLE 57: APPROPRIATE FOR WASTEWATER PUMP STATION PUMP REPLACEMENTS**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$25,000 for two wastewater pump station pump replacements, to be spent under the direction of the Board of Selectmen, and that \$25,000 be transferred from wastewater retained earnings; or take any other action relative thereto.

*Article 57 Explanation: The estimated useful life of pump station pumps is 12 to 15 years. The goal of this program is to minimize emergency calls due to mechanical failures by replacing pumps that have outlived their useful lives. The program would allocate \$25,000 per year to finance the replacement of two pumps per year. There are 23 pumps in operation in the Town's pump stations*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$25,000 for two wastewater pump station pump replacements, to be spent under the direction of the Board of Selectmen, and that \$25,000 be transferred from wastewater retained earnings.

ACTION: So voted by unanimous vote.

#### **ARTICLE 61: AMEND GENERAL BY-LAW, ARTICLE 1, SECTION 1**

To see if the Town will vote to amend Article 1, Section 1.1 Dates of Meeting as follows:

By deleting the first sentence of Section 1.1.1 and replacing it with the following:

"Annual Town Meeting for the election of officers and such other matters as may be voted on the official ballot shall be held on the second Tuesday in April each year; and the Annual Town Meeting for the transacting of business shall be held on the first Monday in May of each year."

*Article 61 Explanation: This proposal would change the date of the annual Town Election from Monday to Tuesday, which is a day that many people associate with elections.*

MOVED: That the Town vote to amend Article 1, Section 1.1 Dates of Meeting as follows:

By deleting the first sentence of Section 1.1.1 and replacing it with the following:

"Annual Town Meeting for the election of officers and such other matters as may be voted on the official ballot shall be held on the second Tuesday in April each year; and the Annual Town Meeting for the transacting of business shall be held on the first Monday in May of each year."

ACTION: So voted by unanimous vote.

#### **ARTICLE 63: ACCEPT THE PROVISIONS OF SECTION 6 OF CHAPTER 116 OF THE ACTS OF 2002**

To see if the Town will vote to accept the provisions of Section 6 of Chapter 116 of the Acts of 2002; or take any other action relative thereto.

*Article 63 Explanation: Section 6 of Chapter 116 of the Acts of 2002 amends M.G.L. c. 32 Section 4(h). Members of the retirement system who were eligible to apply for creditable service for service in the armed forces, but failed to do so within 180 days of acceptance by Town Meeting of the Veteran's retirement incentive legislation in November 1997, may apply for such creditable service within 180 days of the vote of town meeting to allow such members an additional period of time to apply for such creditable service. This program allows veteran's to receive credit for service in the armed forces for the purposes of retirement.*

MOVED: That the Town vote to accept the provisions of Section 6 of Chapter 116 of the Acts of 2002:

ACTION: So voted by unanimous vote.

#### **ARTICLE 70: CONTINUE COMMUNITY CENTER STUDY COMMITTEE**

To see if the Town will continue the Community Center Study Committee, established by vote of the 1994 Annual Town Meeting under Article 59, to direct and authorize said Committee to study the options for providing a community facility that may meet the current and future needs for youth, recreation, cultural and senior programs, said Committee shall report back to the next Annual Town Meeting or sooner, or take any other action relative thereto.

Or take any other action relative thereto.

MOVED: That the Town vote to continue the Community Center Study Committee, established by vote of the 1994 Annual Town Meeting under Article 59, to direct and authorize said Committee to study the options for providing a community facility that may meet the current and future needs for youth, recreation, cultural and senior programs, said Committee shall report back to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.



**ARTICLE 71: CONTINUE SCHOOL SAFETY STUDY COMMITTEE**

To see if the Town will vote to continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10, direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School Children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools, said Committee to report to the next Annual Town Meeting or sooner, or take any other action relative thereto.

MOVED: That the Town vote to continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10, direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School Children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools, said Committee to report to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

**ARTICLE 72: CONTINUE SOLID WASTE DISPOSAL / RECYCLING ADVISORY**

To see if the Town will vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and amended under Article 40 of the 1993 Annual Town Meeting, direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste, said Committee to report to the next Annual Town Meeting or sooner, or take any other action relative thereto.

MOVED: That the Town vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and amended under Article 40 of the 1993 Annual Town Meeting, direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste, said Committee to report to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

At this time the Moderator proceeded with the remaining articles in the Warrant

**ARTICLE 6: COMMITTEE AND OFFICER REPORTS**

To hear and act on the reports of Town Officers and Committees.

MOVED: That the Town hear and act on the reports of Town Officers and Committees.

Daniel P. Matthews, Selectmen, reported that the High School needs a considerable amount of work. In these times of fiscal constraint the program for state reimbursement is being closed and the town will have to make a decision by the end of

June as to whether to proceed with an article in this warrant for \$51 million and be eligible for 50% state reimbursement. The Board of Selectmen strongly recommends support of this proposal.

The Moderator accepted Mr. Matthews' report and declared that Article 6 is disposed of.

ARTICLE 7 was adopted unanimously on May 5, 2003.

**ARTICLE 8: WIRELESS COMMUNICATIONS FACILITIES**

To see if the Town of Needham will vote to amend the Zoning By-Law to conform with 47 CFR 1.4000 of the Federal Communications Commission regulations, and more specifically as follows:

1. In Section 6.7.3.1 entitled Permitted As Of Right add the following:

“(h) Antennas that are one meter or less in diameter or diagonal measurement, which antennas are not customary for private residential use and are located on property within the exclusive control of the antenna user where the user has ownership or a leasehold interest in the property, used to receive direct broadcast satellite, including direct to home satellite service, or to receive or transmit fixed wireless signals via satellite, or used to receive video programming services via multipoint distribution services, instructional television fixed services and local multi-point distribution services, or to receive or transmit fixed wireless signals other than via satellite; provided that application is made to the building inspector for a building permit providing sufficient information and documentation that said antenna meets the requirements of this subsection and payment of a permit fee of \$100 is made.

(i) Antennas used to receive television broadcasts that are greater than 2 meters in diameter or diagonally; provided that application is made to the building inspector for a building permit providing sufficient information and documentation that said antenna meets the requirements of this subsection and payment of a permit fee of \$100 is made.

(j) Masts which support an antenna described in (h) or (i) of this section that are more than 10 feet above the top of structure or more than 55 feet above the ground; provided that application is made to the building inspector for a building permit providing sufficient information and documentation that said mast meets the requirements of this subsection and payment of a permit fee of \$100 is made.”

2. In Section 6.7.5 entitled Decision Criteria, under subsection (c), add “, except that described in section 6.7.3.1, subsections (h), (i) and (j),” after “equipment” and before “shall”.

or take any other action relative thereto.

Article 8 Explanation: This article would amend the wireless communication facility provisions of the Zoning By-Law to remove



a potential conflict with the rules and regulations of the Federal Communications Commission adopted pursuant to the Federal Telecommunications Act. This change allows as a matter of right antenna protected by the regulations upon the payment of a \$100 fee which fee is used to offset the administration cost of the building inspector in determining if the proposed antenna complies.

MOVED: That the Town vote to amend the Zoning By-Law to conform with 47 CFR 1.4000 of the Federal Communications Commission regulations, and more specifically as follows:

1. In Section 6.7.3.1 entitled Permitted As Of Right add the following:

“(h) Antennas that are one meter or less in diameter or diagonal measurement, which antennas are not customary for private residential use and are located on property within the exclusive control of the antenna user where the user has ownership or a leasehold interest in the property, used to receive direct broadcast satellite, including direct to home satellite service, or to receive or transmit fixed wireless signals via satellite, or used to receive video programming services via multipoint distribution services, instructional television fixed services and local multi-point distribution services, or to receive or transmit fixed wireless signals other than via satellite; provided that application is made to the building inspector for a building permit providing sufficient information and documentation that said antenna meets the requirements of this subsection and payment of a permit fee of \$100 is made.

(i) Antennas used to receive television broadcasts that are greater than 2 meters in diameter or diagonally; provided that application is made to the building inspector for a building permit providing sufficient information and documentation that said antenna meets the requirements of this subsection and payment of a permit fee of \$100 is made.

(j) Masts which support an antenna described in (h) or (i) of this section that are more than 10 feet above the top of structure or more than 55 feet above the ground; provided that application is made to the building inspector for a building permit providing sufficient information and documentation that said mast meets the requirements of this subsection and payment of a permit fee of \$100 is made.”

2. In Section 6.7.5 entitled Decision Criteria, under subsection (c), add “, except that described in section 6.7.3.1, subsections (h), (i) and (j),” after “equipment” and before “shall”.

A motion to postpone to a time certain specifically to be the first order of business at 7:30 P.M. on May 7, 2003 was presented by Mr. Paul Killeen, Chairman, Planning Board. The motion was presented and carried unanimously by voice vote.

## **ARTICLE 9: AMEND CLASSIFICATION AND STANDARD RATES OF COMPENSATION**

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule; or take any other action relative thereto.

*Article 9 Explanation:* In accordance with MGL Chapter 41, Section 108A, the Town annually adopts a classification and compensation schedule for General Government employees, other than employees covered by labor contracts. The Personnel Board recommends classification and compensation levels for non-represented employees, as well as classification levels for employees whose titles are contained in a bargaining unit. The rates of pay for the latter are set during the collective bargaining process and are incorporated into the classification and compensation schedule. All proposed revisions to the Classification and Standard Rates of Compensation Schedule will be provided to Town Meeting Members before May 5, 2003.

MOVED: That the Town vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule.

A motion to discuss the subject matter of Articles 9 and 10 together and vote on separately was offered by Mr. Richard S. Creem. The motion was presented and carried by majority vote.

Mr. Richard S. Lunetta, Chairman, addressed these proposals on behalf of the Personnel Board. He explained that the proposal adjusts the salary of all non-represented employees at 1%. This percentage increase includes the elected position of Town Clerk under Article 10.

ACTION: The main motion was presented and carried unanimously by voice vote.

VOTED: That the Town vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule.

### **FISCAL YEAR 2004 SCHEDULE A**

Effective July 1, 2003

Full-time, part-time and seasonal position classifications with corresponding compensation schedules

| CLASS TITLE  | GRADE/SCHEDULE |
|--|----------------|
| Activity Instructor                                  | Schedule C     |
| Administrative Assessor                              | M-2            |
| Administrative Assistant                             | TS-3           |
| Administrative Coordinator                           | TS-4           |
| Administrative Specialist                            | TS-4           |
| Animal Control Officer                               | PB-1           |
| Animal Inspector                                     | Schedule C     |
| Assistant Administrative Assessor                    | PT-4           |
| Assistant Cataloger                                  | SS-3           |
| Assistant Children's Librarian                       | SS-4           |
| Assistant Director of Emergency Management           | Schedule C     |
| Assistant Director of Public Library                 | NR-6           |
| Assistant Director, Park & Recreation                | PT-4           |
| Assistant Program Coordinator                        | NR-1           |
| Assistant Program Coordinator (PT)                   | Schedule C     |
| Assistant Superintendent                             | NR-5           |
| Assistant Superintendent, Fire Alarm                 | FA-2           |
| Assistant to Planning Director                       | NR-3           |
| Assistant to Town Administrator                      | NR-3           |
| Assistant Town Administrator/<br>Director of Finance | M-4            |



## TOWN OF NEEDHAM

## TOWN CLERK'S RECORDS -- 2003 ANNUAL TOWN MEETING

|  |            |   |            |
|--|------------|---|------------|
| Assistant Town Administrator/                  |            | Library Page                                | Schedule C |
| Personnel Director                             | M-3        | Library Reference Supervisor                | NR-4       |
| Assistant Town Clerk                           | NR-3       | Library Technical Services Supervisor       | NR-4       |
| Assistant Town Engineer                        | NR-6       | Lineman                                     | FA-1       |
| Assistant Treasurer/Collector                  | NR-5       | Local Building Inspector                    | NR-5       |
| Assistant, Council on Aging                    | Schedule C | Maintenance Worker/Custodian                | NR-1       |
| Associate Director, Council on Aging           | PT-4       | Management Analyst                          | PT-5       |
| Building Construction and Renovation Manager   | M-3        | Marketing Program Assistant                 | Schedule C |
| Building Inspector, Substitute                 | Schedule C | Master Mechanic                             | W-7        |
| Building Monitor                               | Schedule C | Network Administrator                       | PT-6       |
| Canvasser                                      | Schedule C | Nutritionist                                | PT-3       |
| Carpenter                                      | BT-2       | Outreach Worker, Council on Aging           | PT-2       |
| Chief Pumping Station Operator                 | W-7        | Parking Clerk                               | Schedule C |
| Civil Engineer                                 | NR-4       | Parking Enforcement Attendant               | SS-2       |
| Clerk  | Schedule C | Personal Computer Specialist                | Schedule C |
| Committee Secretary                            | SS-3       | Planning Director                           | M-2        |
| Computer Operator                              | PT-1       | Plumber                                     | BT-3       |
| Conservation Officer                           | NR-3       | Plumbing & Gas Inspector Substitute         | Schedule C |
| Contract Administrator                         | NR-6       | Police Chief                                | ■          |
| Council on Aging, Executive Director           | M-2        | Police Lieutenant                           | P-3        |
| Craftsworker                                   | BT-2       | Police Matron                               | Schedule C |
| Custodian                                      | BC-1       | Police Officer                              | P-1        |
| Department Assistant 1                         | TS-1       | Police Sergeant                             | P-2        |
| Department Assistant 2                         | TS-2       | Program Coordinator                         | NR-2       |
| Department Specialist                          | TS-3       | Program Coordinator (PT)                    | Schedule C |
| Deputy Fire Chief                              | F-4        | Program Manager                             | M-1        |
| Deputy Fire Chief, Operations                  | F-4        | Programmer/Computer Operator                | PT-3       |
| Director of Emergency Management               | Schedule C | Public Health Nurse                         | PT-5       |
| Director of Municipal Building Maintenance     | M-4        | Public Safety Dispatch Supervisor           | NR-4       |
| Director of Parks & Recreation                 | M-2        | Public Safety Dispatcher                    | NR-1       |
| Director of Public Health                      | M-3        | Public Works Craftsworker                   | W-4        |
| Director of Public Library                     | M-3        | Public Works Inspector                      | W-7        |
| Director of Public Works                       | M-5        | Public Works Specialist                     | W-4        |
| Director of Veteran's Services                 | M-1        | Public Works Technician                     | W-5        |
| Director of Youth Services                     | M-2        | Pumping Station Operator                    | W-5        |
| Director, Management Information Systems       | M-3        | Recording Secretary                         | Schedule C |
| Division Superintendent, Highway               | M-2        | Recreation Specialist 1-5                   | Schedule C |
| Division Superintendent, Parks                 | M-2        | Reference Librarian PT                      | NR-2       |
| Division Superintendent, Solid Waste/Recycling | M-1        | Reference Librarian/Audio Visual Specialist | NR-3       |
| Division Superintendent, Water/Sewer           | M-3        | Registrar of Voters                         | Schedule C |
| DPW Director of Administrative Services        | NR-5       | Ridge Hill Ranger                           | Schedule C |
| Election Clerk                                 | Schedule C | Sealer of Weights & Measures                | NR-4       |
| Election Inspector                             | Schedule C | Seasonal Packers/Drivers                    | Schedule C |
| Election Warden                                | Schedule C | Senior Administrative Coordinator           | TS-5       |
| Electrician                                    | BT-3       | Senior Building Custodian                   | T-10       |
| Enforcement Agent                              | Schedule C | Senior Corps Participant                    | Schedule C |
| Environmental Health Agent                     | PT-5       | Senior Custodian 1                          | BC-2       |
| Equipment Mechanic                             | W-5        | Senior Custodian 2                          | BC-3       |
| Finance Committee, Executive Secretary         | Schedule C | Senior Drafter                              | NR-2       |
| Fire Captain                                   | F-3        | Senior Program Manager                      | M-3        |
| Fire Chief                                     | M-5        | Senior Trip Coordinator                     | Schedule C |
| Fire Lieutenant                                | F-2        | Social Worker                               | PT-3       |
| Firefighter                                    | F-1        | Special Detail Worker                       | Schedule C |
| Garage and Equipment Supervisor                | M-1        | Student Draftsman and Rodman                | Schedule C |
| GIS/Database Administrator                     | PT-5       | Student Intern 1 - 4                        | Schedule C |
| Heavy Motor Equipment Operator                 | W-4        | Supervisor of Custodial Services            | NR-5       |
| HVAC Technician                                | BT-3       | Survey Party Chief                          | NR-3       |
| Inspector of Buildings                         | M-2        | Systems Analyst                             | PT-3       |
| Inspector of Plumbing & Gas                    | NR-4       | Technical Support Specialist                | PT-3       |
| Inspector of Wires                             | NR-4       | Temporary Laborer/Trades Assistant          | Schedule C |
| Laborer 1                                      | W-1        | Town Comptroller                            | M-2        |
| Laborer 2                                      | W-2        | Town Counsel                                | Schedule C |
| Laborer 3                                      | W-3        | Town Engineer                               | M-3        |
| Library Assistant                              | SS-2       | Town Treasurer and Tax Collector            | M-2        |
| Library Assistant PT                           | SS-1       | Traffic Supervisor                          | Schedule C |
| Library Children's Supervisor                  | NR-4       | Traveling Meals Coordinator                 | NR-2       |
| Library Circulation Supervisor                 | SS-5       | Tree Climber                                | W-4        |

|                                  |            |  |
|----------------------------------|------------|--|
| Warehouse Person                 | BT-1       |  |
| Water Treatment Facility Manager | NR-5       | (5) Additional \$600.00 per year when assigned to and performing the duties of Worker's Compensation Agent |
| Weighmaster                      | W-3        |  |
| Wiring Inspector Substitute      | Schedule C |  |
| Working Foreman                  | W-6        | (6) Additional \$1,500 per year when performing the duties of Assistant Parking Clerk.                     |
| Youth Center Worker 1 - 5        | Schedule C |  |

**SCHEDULE A STIPENDS**

(Additional compensation for specific assignments)

(1) Additional \$100.00 per month when assigned to and performing the duties of Assistant Director of Public Works

(2) Additional \$100.00 per month when assigned to and performing the duties of Office Manager as designated by the Director of Public Works

(3) Said Director shall be the Superintendent of Public Works within the meaning of Section 20 to 30, inclusive of the Needham Special Home Rule Charter Act (Acts of 1971, c. 403), and shall be appointed in the manner and shall exercise the powers and duties of such Superintendent, specified in said act.

(4) Additional \$75.00 per month when assigned to and performing the duties of Deputy Tree Warden.

(7) May be designated confidential in accordance with M.G.L. Chapter 150E.

(8) Additional \$1,200 when assigned to and performing the duties of Registered Land Surveyor as designated by the Director of Public Works.

(9) Additional \$1,200 when an employee other than the Finance Director is designated by the Board of Selectmen to be Chief Procurement Officer.

(10) Designated Wiring Inspector in accordance with M.G.L. c. 166 s 32.

(\*) Compensation set by employment agreement in accordance with M.G.L. c. 41 s. 108O.

**Management Salary Schedule****Effective July 1, 2003**

| Grade | Step 1 | Step 2 | Step 3 | Performance Range* |
|-------|--------|--------|--------|--------------------|
| M-5   | 79,597 | 82,464 | 85,433 | 99,744             |
| M-4   | 70,572 | 73,115 | 75,748 | 88,401             |
| M-3   | 61,308 | 63,514 | 65,802 | 76,828             |
| M-2   | 56,722 | 58,761 | 60,880 | 71,111             |
| M-1   | 48,768 | 50,523 | 52,344 | 61,126             |

- Subject to a maximum increase of 10% in accordance with Merit Program

**Administrative/Support Salary Schedule/Non-Represented****Effective July 1, 2003**

| Grade | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 | Step 8 | Step 9 |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| SS-5  | 35,914 | 36,992 | 38,101 | 39,245 | 40,421 | 41,635 | 42,883 | 44,170 | 45,495 |
| SS-4  | 32,851 | 33,837 | 34,852 | 35,897 | 36,974 | 38,083 | 39,226 | 40,403 | 41,614 |
| SS-3  | 29,341 | 30,221 | 31,129 | 32,062 | 33,023 | 34,014 | 35,036 | 36,087 | 37,169 |
| SS-2  | 27,273 | 28,092 | 28,934 | 29,802 | 30,696 | 31,617 | 32,566 | 33,543 | 34,549 |
| SS-1  | 24,169 | 24,893 | 25,640 | 26,409 | 27,201 | 28,017 | 28,858 | 29,724 | 30,615 |

**Professional and Technical Salary Schedule/Non-Represented****Effective July 2003**

| Grade | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 | Step 8 | Step 9 |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| NR-8  | 51,771 | 53,632 | 55,565 | 57,564 | 59,637 | 61,782 | 64,006 | 66,314 | 67,640 |
| NR-7  | 48,355 | 50,095 | 51,900 | 53,768 | 55,702 | 57,707 | 59,784 | 61,936 | 63,176 |
| NR-6  | 45,710 | 46,797 | 48,482 | 50,226 | 52,036 | 53,910 | 55,852 | 57,859 | 59,016 |
| NR-5  | 43,341 | 44,899 | 46,516 | 48,192 | 49,923 | 51,721 | 53,585 | 54,656 | 55,750 |
| NR-4  | 38,729 | 40,124 | 41,569 | 43,064 | 44,614 | 46,221 | 47,885 | 49,609 | 50,602 |
| NR-3  | 34,614 | 35,858 | 37,149 | 38,484 | 39,872 | 41,309 | 42,794 | 44,334 | 46,155 |
| NR-2  | 33,220 | 34,415 | 35,654 | 36,937 | 38,268 | 39,644 | 41,071 | 42,549 | 43,401 |
| NR-1  | 28,854 | 29,865 | 30,918 | 32,009 | 33,139 | 34,308 | 35,519 | 36,773 | 38,153 |



## Schedule C

Effective July 1, 2003

Rates for part-time and seasonal positions  
(rates are hourly unless specifically noted)

| Title   | Rate     |
|---|----------|
| Activity Instructor (per session)             |          |
| Group A                                       | 7.00     |
| Group B                                       | 8.00     |
| Group C                                       | 10.00    |
| Group D                                       | 12.00    |
| Group E                                       | 15.00    |
| Group F                                       | 18.00    |
| Group G                                       | 21.00    |
| Group H                                       | 25.00    |
| Group I                                       | 28.00    |
| Animal Inspector (per year)                   | 2,000    |
| Assistant, Council on Aging                   | 12.22    |
| Asst. Dir. Of Emergency Management (per year) | 1,500    |
| Assistant Program Coordinator (PT)            | 13.79    |
| Building Inspector Substitute                 | 17.46    |
| Building Monitor                              | 9.28     |
| Canvasser                                     | 7.47     |
| Director of Emergency Management (per year)   |          |
|   | 2,000    |
| Election Clerk (per election)                 | 150.00   |
| Election Inspector (per election)             | 120.00   |
| Election Warden (per election)                | 150.00   |
| Enforcement Agent                             | 16.15    |
| Finance Committee Exec. Sec. (per year)       | 27,442   |
| Library Page                                  |          |
| First Year                                    | 7.06     |
| Second Year                                   | 7.30     |
| Third Year                                    | 7.54     |
| Marketing/Program Assistant                   | 100.00   |
| Parking Clerk (per year)                      | 4,700.00 |
| Personal Computer Specialist                  | 31.37    |
| Plumbing and Gas Inspector Substitute         |          |
| (per diem)                                    | 41.00    |
| (per inspection)                              | 12.00    |
| Police Matron                                 | 16.15    |
| Program Coordinator (PT)                      | 15.74    |
| Recording Secretary                           | 15.15    |
| Recreation Specialist 1 First Year            | 7.77     |
| Second Year                                   | 8.03     |
| Recreation Specialist 2 First Year            | 8.84     |
| Second Year                                   | 9.13     |
| Recreation Specialist 3 First Year            | 9.54     |
| Second Year                                   | 9.88     |
| Recreation Specialist 4 First Year            | 11.12    |
| Second Year                                   | 11.51    |
| Recreation Specialist 5 First Year            | 13.11    |
| Second Year                                   | 13.57    |
| # Registrar of Voters (per year)              | 545.00   |
| # Ridge Hill Ranger                           |          |
| Per Hour                                      | 25.00    |
| Per Event                                     | 200.00   |
| Seasonal Packer/Driver                        | 10.71    |
| Senior Corps Participant                      | 7.06     |
| # Senior Trip Coordinator (per trip)          | 150.00   |
| # Special Detail Worker                       | 25.00    |
| Student Draftsman and Rodman                  |          |
| First Year                                    | 11.87    |
| Second Year                                   | 12.42    |

|                                    |        |
|------------------------------------|--------|
| Third Year                         | 12.97  |
| Fourth Year                        | 13.52  |
| Fifth Year                         | 14.07  |
| Student Intern 1                   | 8.22   |
| Student Intern 2                   | 10.98  |
| Student Intern 3                   | 13.71  |
| Student Intern 4                   | 16.45  |
| Temporary Laborer/Trades Assistant |        |
| First Year                         | 9.62   |
| Second Year                        | 9.96   |
| Third Year                         | 10.31  |
| Fourth Year                        | 10.67  |
| Town Counsel (per year)            | 58,695 |
| Traffic Supervisor                 | 16.14  |
| # Wiring Inspector Substitute      |        |
| (per diem)                         | 41.00  |
| (per inspection)                   | 12.00  |
| # Youth Center Worker 1            | 8.75   |
| # Youth Center Worker 2            | 9.38   |
| # Youth Center Worker 3            | 10.00  |
| # Youth Center Worker 4            | 10.50  |
| # Youth Center Worker 5            | 11.00  |

#Titles not included in general wage increases

\*Rates set by Board of Selectmen

**ARTICLE 10: ESTABLISH ELECTED OFFICIALS' SALARIES**

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2003, as required by the Massachusetts General Laws, Chapter 41, Section 108:

|   |              |
|---|--------------|
| Town Clerk  | \$56,160     |
| Town Clerk with 6 years of service in that position | \$67,054 (1) |
| Selectmen, Chairman                                 | \$1,800      |
| Selectmen, Others                                   | \$1,500      |
| Assessor, in office as of 1/17/96                   | \$10         |
| Assessor, elected after 1/17/96                     | \$0          |

- In addition, such compensation shall also include payment of longevity in the amount of \$2,683; the accumulation of 15 days of non-occupational sick leave per fiscal year; and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32, in an amount not to exceed \$24,337. The annual salary of \$67,054 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed \$6,706. At the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed \$9,388; or take any other action relative thereto.

*Article 10 Explanation: In accordance with MGL Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at*

least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits as close to that of other full-time employees as possible. Payment for longevity, as well as buy-back of sick leave and vacation at the time of separation from Town service, is now included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000, such payment to be made at the time of separation from Town service.

The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977; the stipends for the members of the Board of Assessors were eliminated at the 1996 Annual Town Meeting. Members of the Board of Assessors in office at that time were grandfathered at a \$10 annual rate so that current members could retain their health insurance benefits.

MOVED: That the Town vote to fix the compensation of the following elected officers of the Town as of July 1, 2003, as required by the Massachusetts General Laws, Chapter 41, Section 108:

|   |              |
|---|--------------|
| Town Clerk  | \$56,160     |
| Town Clerk with 6 years of service in that position | \$67,054 (1) |
| Selectmen, Chairman                                 | \$1,800      |
| Selectmen, Others                                   | \$1,500      |
| Assessor, in office as of 1/17/96                   | \$10         |
| Assessor, elected after 1/17/96                     | \$0          |

- (1) In addition, such compensation shall also include payment of longevity in the amount of \$2,683; the accumulation of 15 days of non-occupational sick leave per fiscal year; and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32, in an amount not to exceed \$24,337. The annual salary of \$67,054 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed \$6,706. At the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed \$9,388.

The following motion to amend was offered by Richard S. Creem: That the Town vote to amend Article 10 by deleting after the words "Town Clerk" the amount of \$56,160" and inserting in place thereof the amounts of "\$56,722" and by deleting after the words "Town Clerk with six or more years of service in that position" the amount of \$67,054" and inserting in place thereof the amount of "\$67,725"

And by deleting footnote (1) and inserting in place thereof the following:

- "(1) In addition, such compensation shall also include payment of longevity in the amount of \$2,709; the

accumulation of 15 days of non-occupational sick leave per fiscal year; and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32, in an amount not to exceed \$24,580. The annual salary of \$67,725 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed \$6,772. At the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed \$9,481.

Mr. Creem's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to fix the compensation of the following elected officers of the Town as of July 1, 2003, as required by the Massachusetts General Laws, Chapter 41, Section 108:

|   |              |
|---|--------------|
| Town Clerk  | \$56,722     |
| Town Clerk with 6 years of service in that position | \$67,725 (1) |
| Selectmen, Chairman                                 | \$1,800      |
| Selectmen, Others                                   | \$1,500      |
| Assessor, in office as of 1/17/96                   | \$10         |
| Assessor, elected after 1/17/96                     | \$0          |

- "(1) In addition, such compensation shall also include payment of longevity in the amount of \$2,709; the accumulation of 15 days of non-occupational sick leave per fiscal year; and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32, in an amount not to exceed \$24,580. The annual salary of \$67,725 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed \$6,772. At the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed \$9,481.

#### ARTICLE 11: FUND COLLECTIVE BARGAINING AGREEMENT - POLICE UNITS A AND B

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, Units A and B, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for Fiscal Year 2004.

Article 11 Explanation: At the time of the printing of the Warrant, the parties had not reached agreement on this contract.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, Units A and B, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for Fiscal Year 2004.



A motion to postpone Articles 11, 12, 13, 14, 15, and 16 to a time certain specifically after the conclusion of Article 68 was offered by Mr. Daniel P. Matthews. Mr. Matthews, Chairman, Board of Selectmen, advised that negotiations with the various bargaining units are continuing and the board is hopeful that some units will be settled by that time.

The motion to postpone Articles 11, 12, 13, 14, 15, and 16 to a time certain was presented and carried unanimously by voice vote.

Articles 11, 12, 13, 14, 15, and 16 were postponed to a time certain specifically after the conclusion of Article 68.

#### **ARTICLE 17: ACCEPT CHAPTER 73, SECTION 4 OF THE ACTS OF 1986 (CONTINUATION OF INCREASE IN PROPERTY TAX EXEMPTION LIMITS)**

To see if the Town will vote to accept, for Fiscal Year 2004, the provisions of Section 4 of Chapter 73 of the acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 42% for each eligible exemption; or take any other action relative thereto.

*Article 17 Explanation: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws: Clauses 17, 17C, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42 or 43. The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Town Meeting must approve the additional exemption on an annual basis. Since 1993, the Board of Selectmen has recommended that the exemption increase by the percentage increase in property taxes for the prior year, which will be roughly 4% in fiscal year 2004. In fiscal year 2003 the cumulative increase above the statutory limit was 38%.*

MOVED: That the Town vote to accept, for Fiscal Year 2004, the provisions of Section 4 of Chapter 73 of the acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 42% for each eligible exemption.

Mr. Gerald A. Wasserman, Selectman, addressed this proposal and urged support on behalf of the Board of Selectmen.

Mr. Stephen Jonas, member, urged support on behalf of the Finance Committee. He explained that the property tax exemptions would revert back to statutory levels if not voted by Town Meeting.

A motion to amend was offered by Mr. Steven Rosenstock to strike the words "approve an increase in the amount of 42%" and insert in place thereof the words "approve an increase in the amount of 38%".

The motion to amend was presented, but it failed to pass by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote.

#### **ARTICLE 18: APPROPRIATE FOR SENIOR CORPS PROGRAM**

To see if the Town will vote to raise and appropriate the sum of \$7,500 for the purpose of conducting the Senior Corps program, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

*Article 18 Explanation: In fiscal year 1996, the Town initiated a program (previously called the Property Tax Work-off Program) whereby qualified elderly and disabled property owners could work up to 100 hours for the Town. In turn, the individuals are paid approximately \$699 which is applied to their property tax bill. The funding request is unchanged from the amount approved in FY2003.*

MOVED: That the Town vote to raise and appropriate the sum of \$7,500 for the purpose of conducting the Senior Corps program, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy.

Mr. Gerald A. Wasserman, Selectmen, noted that there are ten residents working in the Senior Corps program this year. He urged support of this proposal on behalf of the Board of Selectmen.

Mr. Damon J. Borrelli, member, advised that the Finance Committee has reviewed this proposal and urged support.

In response to an inquiry from Mr. Martin L. B. Walter, Mr. Wasserman noted that the minimum wage is applied to this program.

ACTION: The main motion was presented and carried unanimously by voice vote.

#### **ARTICLE 19: APPROPRIATE FOR COMPENSATED ABSENCE FUND**

To see if the Town will vote to raise and appropriate the sum of \$78,000 for the purpose of funding compensated absences provided by Personnel By-law, personnel policies or collective bargaining agreement, said sum to be spent under the direction of the Town Administrator and raised from the tax levy; or take any other action relative thereto.

*Article 19 Explanation: The purpose of this Article is to fund the Town's employee sick leave liability. Upon retirement, certain employees are compensated for a portion of their unused sick leave.*

MOVED: That the Town vote to raise and appropriate the sum of \$78,000 for the purpose of funding compensated absences provided by Personnel By-law, personnel policies or collective bargaining agreement, said sum to be spent under the direction of the Town Administrator and raised from the tax levy.

Mr. James G Healy, Selectman, explained that the town used to pay for unused sick leave to retiring employees at time of retirement. This new program attempts to project these costs. The current balance in this account is approximately \$48,000. If the money is not used in a given year, the money is kept in the account. The Board of Selectmen requests approval of this proposal.

Mr. Stephen A. Jonas, member, advised that the Finance Committee also supports this proposal.



In response to an inquiry from Mr. Alan S. Fanger, Mr. Healy noted that this fund could apply to unused vacation compensation, but historically it has only been used for unused sick time.

A motion to amend was offered by Mr. James G. Healy by striking the amount of "\$78,000" and inserting in place thereof the amount of "\$128,000".

The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$128,000 for the purpose of funding compensated absences provided by Personnel By-law, personnel policies or collective bargaining agreement, said sum to be spent under the direction of the Town Administrator and raised from the tax levy.

#### ARTICLE 20: APPROPRIATE FOR HAZARDOUS WASTE COLLECTION

To see if the Town will vote to raise and appropriate the sum of \$20,000 for a hazardous waste collection day, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy, or take any other action relative thereto.

*Article 20 Explanation: The DPW has been conducting hazardous waste collection days for the past seven years. This has been a tremendously successful program, with 984 households participating in fiscal year 2002. This appropriation will allow the Town to conduct one hazardous waste collection day in fiscal year 2004.*

MOVED: That the Town vote to raise and appropriate the sum of \$20,000 for a hazardous waste collection day, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy.

A motion to amend was offered by Mr. John A. Bulian by striking the amount of "\$20,000" and inserting in place thereof the amount of "\$8,000".

Mr. John A. Bulian, Selectmen, advised that the town has appropriated for hazardous waste collection for the past thirteen years.

A motion to amend was offered by Mr. John P. Connelly to strike the words "tax levy" and insert in place thereof the words "Solid Waste/Recycling Enterprise Fund".

After a brief discussion, both the Board of Selectmen and the Finance Committee recommended support of Mr. Connelly's amendment.

Mr. Connelly's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$8,000 for a hazardous waste collection day, said sum to be spent under the direction of the Board of Selectmen and raised from the Solid Waste/Recycling Enterprise Fund.

#### ARTICLE 21: APPROPRIATE THE FY2004 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges; or take any other action relative thereto.

MOVED: That the Town vote to raise, appropriate and/or transfer money for the necessary Town expenses and charges.

Mr. Peter W Adams, Chairman, addressed the FY2004 Operating Budget on behalf of the Finance Committee. He explained that this economy is about us. The overrides have provided level funding for the schools and some additional funds. All budgets were scrutinized, but there is a shortfall of 2.5 million. We are hopeful that FY2005 will be better. We must be ready for heightened security and this will cost money. While there are many important things to do in Needham, we must live within our means and we will work through these items at this Town Meeting with due deliberations.

Discussion commenced under Article 21 (Operating Budget) with the following amendments offered by Mr. Peter W. Adams:

| <u>Line Item</u> | <u>Appropriation</u>                   | <u>Changing From</u> | <u>Changing To</u> |
|------------------|--|----------------------|--------------------|
| 013              | Health Insurance                       | \$7,475,000          | \$7,545,638 *      |
| 022              | Minuteman Voc. Assessment              | 535,085              | 516,335 *          |
| 101              | Board of Selectmen, Salaries           | 382,316              | 384,492 *          |
| 106              | Town Clerk, Salaries                   | 179,862              | 181,022 *          |
| 110              | Town Clerk, Tellers/Canvassers/Details | 20,400               | 20,604 *           |
| 111              | Legal Salaries                         | 59,158               | 59,730 *           |
| 115              | Personnel, Salaries                    | 1,508                | 1,523 *            |
| 201              | Assessors, Salaries                    | 236,006              | 236,716 *          |
| 205              | Finance Department, Salaries           | 838,143              | 842,059 *          |
| 209              | Finance Committee, Salaries            | 25,000               | 25,250 *           |

In response to an inquiry from Mr. Alan S. Fanger, David S. Tobin, Town Counsel, advised that fees for outside legal costs range from \$125 to \$165 per hour depending on the experience of the attorneys and there is no bidding process.

Under Line Item 212, Finance Committee, Reserve Fund, Mr. Peter W. Adams, Chairman, Finance Committee advised that the Reserve Fund began the year with a balance of \$1,112,188 and had a balance of \$600,678 as of April 30, 2003. The increase basically replenishes the Reserve Fund for FY2004 emergencies. (See vote below)

|     |  |            |              |
|-----|--|------------|--------------|
| 301 | School Department, Salaries            | 27,506,700 | 29,126,240 * |
| 302 | School Department, Purchase of Service | 3,909,096  | 4,148,096 *  |
| 303 | School Department Expenses             | 866,377    | 3,800,178 *  |
| 304 | School Department Capital outlay       | 170,052    | 175,542 *    |
| 212 | Finance Committee, Reserve Fund        | 1,481,509  | 1,338,745 *  |
| 401 | Police, Total Salaries                 | 3,657,702  | 3,800,178 *  |

At 11:00 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town meeting stand adjourned to Wednesday, May 7, 2003 at 7:30 P.M. at the Newman School, and it was so voted unanimously.



Theodora K. Eaton, CMMC  
Town Clerk

a true copy  
ATTEST:

\* \* \* \* \*

## ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 7, 2003

Pursuant to adjournment of the Annual Town Meeting held May 5, 2003, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Wednesday, May 7, 2003, at 7:30 P.M.

Check lists were used and 238 voters were checked on the list as being present, including 227 Town Meeting Members.

At the designation of Caroline B. Edge, President of the Needham Clergy Association, Susan E. Cartmell, Senior Minister, Congregational Church of Needham, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Under Article 8, a motion to further postpone the subject matter of Article 8 to a time certain, specifically upon the conclusion of Article 21 (Operating Budget), was offered by Mr. Paul Killeen, Chairman, Planning Board. The motion was presented and carried unanimously by voice vote.

Discussion commenced under Article 21 (Operating Budget) with the following amendments offered by Mr. Peter W. Adams:

| <u>Line Item</u> | <u>Appropriation</u>                          | <u>Changing From</u> | <u>Changing To</u> |
|------------------|---|----------------------|--------------------|
| 401              | Police, Total Salaries                        | \$3,657,702          | \$3,800,178 *      |
| 405              | Fire, Total Salaries                          | 4,748,915            | 4,912,560 *        |
| 409              | Building, Salaries                            | 273,346              | 275,438 *          |
| 501              | Public Works, Salaries                        | 2,422,271            | 2,432,230 *        |
| 502              | Public Works, Purchase of Service             | 649,767              | 799,767 *          |
| 506              | Building Maintenance, Salaries                | 2,115,970            | 2,117,445 *        |
| 510              | Permanent Public Building Committee, Salaries | 81,617               | 82,433 *           |
| 601              | Board of Health, Salaries                     | 273,948              | 275,355 *          |
| 605              | Veterans' Services, Salaries                  | 51,704               | 52,037 *           |
| 609              | Youth Commission, Salaries                    | 171,632              | 173,308 *          |
| 613              | Council On Aging, Salaries                    | 208,927              | 210,137 *          |
| 701              | Planning Board, Salaries                      | 120,536              | 121,741 *          |
| 705              | Conservation Commission, Salaries             | 29,039               | 29,317 *           |
| 709              | Board of Appeals, Salaries                    | 14,815               | 14,963 *           |
| 801              | Library, Salaries                             | 766,386              | 773,707 *          |
| 806              | Park & Recreation Commission, Salaries        | 374,497              | 376,946 *          |

And further that the operating budget be partially funded by a transfer from the Parking Meter Fund of in the amount of \$125,800, the Landfill C&D fund of \$20,000, and overlay surplus in the amount of \$398,705.

\* Unanimous Vote

ACTION: The main motion under Article 21 (Operating Budget) with the amendments thereto was then presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate for the necessary Town expenses and charges as follows:

### TOWNWIDE EXPENSES:

|  |            |
|--|------------|
| 010. Street lighting                       | \$370,000. |
| 011. Garbage collection                    | 0.         |
| 012. Insurance, general                    | 360,000.   |
| 013. Health insurance                      | 7,545,638. |
| 014. Worker's compensation                 | 385,000.   |
| 015. Prop. Self Insurance (Ch.40, s13)     | 20,000.    |
| 016. Unemployment compensation             | 67,035.    |
| 017. Ins. Liability Fund (C. 10 Acts 2002) | 380,000.   |
| 018. Principal                             | 2,169,639. |
| 019. Interest                              | 503,221.   |
| 020. Contributory retirement               | 2,392,000. |
| 021. Chapter 32 retirement                 | 128,500.   |
| 022. Minuteman Voc. Assessment             | 516,335.   |
| 023. MBTA Commuter Parking                 | 187,500.   |
| 024. Glover Hosp. Accrued Liability        | 0.         |

**TOTAL: TOWN WIDE EXP. 15,024,868.**

### GENERAL GOVERNMENT

#### BOARD OF SELECTMEN/TOWN ADMINISTRATION:

|                          |                 |
|--------------------------|-----------------|
| 101. Salaries            | \$384,492.      |
| 102. Merit Pay           | 30,800.         |
| 103. Purchase of Service | 138,863.        |
| 104. Expenses            | 23,141.         |
| 105. Capital Outlay      | 0.              |
| <b>TOTAL</b>             | <b>577,296.</b> |

#### TOWN CLERK/BOARD OF REGISTRARS

|                                 |                 |
|---------------------------------|-----------------|
| 106. Salaries                   | 181,022.        |
| 107. Purchase of service        | 18,199.         |
| 108. Expenses                   | 3,870.          |
| 109. Capital Outlay             | 0.              |
| 110. Tellers/Canvassers/Details | 20,604.         |
| <b>TOTAL</b>                    | <b>223,695.</b> |

#### LEGAL:

|                              |          |
|------------------------------|----------|
| 111. Salaries                | 59,750.  |
| 112. Special Fees            | 150,000. |
| 113. Settlements & judgments | 0.       |
| 114. Expenses                | 3,500.   |

**TOTAL 213,250.**

#### PERSONNEL BOARD:

|                          |                |
|--------------------------|----------------|
| 115. Salaries            | 1,523.         |
| 116. Purchase of Service | 10,000.        |
| 117. Merit Program       | 4,000.         |
| <b>TOTAL</b>             | <b>15,523.</b> |

**TOTAL: GENERAL GOVERNMENT 1,029,764.**

**FINANCE****ASSESSORS:**

|                          |           |
|--------------------------|-----------|
| 201. Salaries            | 236,716.  |
| 202. Purchase of service | 50,500.   |
| 203. Expenses            | 11,750.   |
| 204. Capital Outlay      | <u>0.</u> |
| TOTAL                    | 298,966.  |

**FINANCE DEPARTMENT:**

|                          |               |
|--------------------------|---------------|
| 205. Salaries            | 842,059.      |
| 206. Purchase of Service | 398,244.      |
| 207. Expenses            | 93,005.       |
| 208. Capital Outlay      | <u>3,255.</u> |
| TOTAL                    | 1,336,563.    |

**FINANCE COMMITTEE:**

|                          |            |
|--------------------------|------------|
| 209. Salaries            | 25,250.    |
| 210. Purchase of Service | 350.       |
| 211. Expenses            | 150.       |
| 212. Reserve Fund        | 1,338,745. |
| TOTAL                    | 1,364,495. |

**TOTAL: FINANCE** 3,000,024.

**EDUCATION:****SCHOOL DEPARTMENT:**

|                          |                 |
|--------------------------|-----------------|
| 301. Salaries            | 29,126,240.     |
| 302. Purchase of Service | 4,148,096.      |
| 303. Expenses            | 941,027.        |
| 304. Capital Outlay      | <u>175,542.</u> |

**TOTAL: EDUCATION** 34,390,905.

**PUBLIC SAFETY****POLICE:**

|                          |                 |
|--------------------------|-----------------|
| 401. Total Salaries      | 3,800,178.      |
| 402. Purchase of Service | 61,300.         |
| 403. Expenses            | 130,935.        |
| 404. Capital Outlay      | <u>134,740.</u> |
| TOTAL                    | 4,127,153.      |

**FIRE:**

|                          |            |
|--------------------------|------------|
| 405. Total Salaries      | 4,912,560. |
| 406. Purchase of service | 51,385.    |
| 407. Expenses            | 148,313.   |
| 408. Capital Outlay      | <u>0.</u>  |
| TOTAL                    | 5,112,258. |

**BUILDING:**

|                          |           |
|--------------------------|-----------|
| 409. Salaries            | 275,438.  |
| 410. Purchase of service | 3,474.    |
| 411. Expenses            | 6,536.    |
| 412. Capital Outlay      | <u>0.</u> |
| TOTAL                    | 285,448.  |

**TOTAL: PUBLIC SAFETY** 9,524,859.

**PUBLIC FACILITIES****PUBLIC WORKS:**

|                          |                 |
|--------------------------|-----------------|
| 501. Salaries            | 2,432,230.      |
| 502. Purchase of Service | 799,767.        |
| 503. Expenses            | 313,750.        |
| 504. Capital Outlay      | <u>0.</u>       |
| 505. Snow & Ice          | <u>165,000.</u> |

TOTAL

3,710,747.

**BUILDING MAINTENANCE:**

|                          |            |
|--------------------------|------------|
| 506. Salaries            | 2,117,445. |
| 507. Purchase of Service | 1,782,441. |
| 508. Expenses            | 309,062.   |
| 509. Capital Outlay      | <u>0.</u>  |
| TOTAL                    | 4,208,948. |

**PERMANENT PUBLIC BUILDING COMMITTEE:**

|                          |           |
|--------------------------|-----------|
| 510. Salaries            | 82,433.   |
| 511. Purchase of Service | 1,000.    |
| 512. Expense             | 2,800.    |
| 513. Capital Outlay      | <u>0.</u> |
| TOTAL                    | 86,233.   |

**TOTAL: PUBLIC FACILITIES** 8,005,928.

**HUMAN SERVICES****BOARD OF HEALTH:**

|                          |           |
|--------------------------|-----------|
| 601. Salaries            | 275,355.  |
| 602. Purchase of service | 75,741.   |
| 603. Expenses            | 7,550.    |
| 604. Capital Outlay      | <u>0.</u> |
| TOTAL                    | 358,646.  |

**VETERANS' SERVICES:**

|                          |                |
|--------------------------|----------------|
| 605. Salaries            | 52,037.        |
| 606. Purchase of Service | 150.           |
| 607. Expenses            | 3,500.         |
| 608. Veteran's Benefits  | <u>30,000.</u> |
| TOTAL                    | 85,687.        |

**YOUTH COMMISSION:**

|                          |           |
|--------------------------|-----------|
| 609. Salaries            | 172,308.  |
| 610. Purchase of Service | 2,800.    |
| 611. Expenses            | 1,990.    |
| 612. Capital Outlay      | <u>0.</u> |
| TOTAL                    | 177,098.  |

**COUNCIL ON AGING:**

|                          |           |
|--------------------------|-----------|
| 613. Salaries            | 210,137.  |
| 614. Purchase of Service | 3,305.    |
| 615. Expenses            | 5,175.    |
| 616. Capital Outlay      | <u>0.</u> |
| TOTAL                    | 218,617.  |

**COMMISSION ON DISABILITIES:**

|               |             |
|---------------|-------------|
| 616. Expenses | <u>513.</u> |
| TOTAL         | 513.        |

**TOTAL: HUMAN SERVICES** \$840,561.

**DEVELOPMENT****PLANNING BOARD:**

|                          |           |
|--------------------------|-----------|
| 701. Salaries            | 121,741.  |
| 702. Purchase of Service | 8,000.    |
| 703. Expenses            | 3,310.    |
| 704. Capital Outlay      | <u>0.</u> |
| TOTAL                    | 133,051.  |

**CONSERVATION COMMISSION:**

|                          |         |
|--------------------------|---------|
| 705. Salaries            | 29,317. |
| 706. Purchase of Service | 820.    |
| 707. Expenses            | 1,638.  |



|                     |         |
|---------------------|---------|
| 708. Capital Outlay | 0.      |
| TOTAL               | 31,775. |

BOARD OF APPEALS:

|                          |         |
|--------------------------|---------|
| 709. Salaries            | 14,963. |
| 710. Purchase of Service | 3,040.  |
| 711. Expenses            | 170.    |
| TOTAL                    | 18,173. |

HISTORICAL COMMISSION:

|               |      |
|---------------|------|
| 712. Expenses | 513. |
| TOTAL         | 513. |

|                    |          |
|--------------------|----------|
| TOTAL: DEVELOPMENT | 183,512. |
|--------------------|----------|

CULTURAL AND LEISURE SERVICES

LIBRARY:

|                          |          |
|--------------------------|----------|
| 801. Salaries            | 773,707. |
| 802. Purchase of Service | 43,001.  |
| 803. Books & Periodicals | 151,905. |
| 804. Expenses            | 12,431.  |
| 805. Capital Outlay      | 0.       |
| TOTAL                    | 981,044. |

PARK & RECREATION:

|                          |          |
|--------------------------|----------|
| 806. Salaries            | 376,946. |
| 807. Purchase of Service | 40,778.  |
| 808. Expenses            | 23,347.  |
| 809. Capital Outlay      | 12,000.  |
| TOTAL                    | 453,071. |

MEMORIAL PARK:

|                     |      |
|---------------------|------|
| 810. Expenses       | 500. |
| 811. Capital Outlay | 0.   |
| Total               | 500. |

|                                    |            |
|------------------------------------|------------|
| TOTAL: CULTURAL & LEISURE SERVICES | 1,434,615. |
|------------------------------------|------------|

|                                    |             |
|------------------------------------|-------------|
| GRAND TOTAL:<br>DEPARTMENT BUDGETS | 73,435,036. |
|------------------------------------|-------------|

and that \$125,800 be raised by transfer from the Parking Meter Fund, \$20,000 from the Landfill C&D, \$398,705 from the overlay surplus and the balance of \$72,833,531 from the tax levy.

ARTICLE 8: WIRELESS COMMUNICATIONS FACILITIES

To see if the Town of Needham will vote to amend the Zoning By-Law to conform with 47 CFR 1.4000 of the Federal Communications Commission regulations, and more specifically as follows:

1. In Section 6.7.3.1 entitled Permitted As Of Right add the following:

“(h) Antennas that are one meter or less in diameter or diagonal measurement, which antennas are not customary for private residential use and are located on property within the exclusive control of the antenna user where the user has ownership or a leasehold interest in the property, used to receive direct broadcast satellite, including direct to home satellite service, or to receive

or transmit fixed wireless signals via satellite, or used to receive video programming services via multipoint distribution services, instructional television fixed services and local multi-point distribution services, or to receive or transmit fixed wireless signals other than via satellite; provided that application is made to the building inspector for a building permit providing sufficient information and documentation that said antenna meets the requirements of this subsection and payment of a permit fee of \$100 is made.

(i) Antennas used to receive television broadcasts that are greater than 2 meters in diameter or diagonally, provided that application is made to the building inspector for a building permit providing sufficient information and documentation that said antenna meets the requirements of this subsection and payment of a permit fee of \$100 is made.

(j) Masts which support an antenna described in (h) or (i) of this section that are more than 10 feet above the top of structure or more than 55 feet above the ground; provided that application is made to the building inspector for a building permit providing sufficient information and documentation that said mast meets the requirements of this subsection and payment of a permit fee of \$100 is made.”

2. In Section 6.7.5 entitled Decision Criteria, under subsection (c), add “, except that described in section 6.7.3.1, subsections (h), (i) and (j),” after “equipment” and before “shall”.

or take any other action relative thereto.

*Article 8 Explanation:* This article would amend the wireless communication facility provisions of the Zoning By-Law to remove a potential conflict with the rules and regulations of the Federal Communications Commission adopted pursuant to the Federal Telecommunications Act. This change allows as a matter of right antenna protected by the regulations upon the payment of a \$100 fee which fee is used to offset the administration cost of the building inspector in determining if the proposed antenna complies.

MOVED: That the Town vote to amend the Zoning By-Law to conform with 47 CFR 1.4000 of the Federal Communications Commission regulations, and more specifically as follows:

1. In Section 6.7.3.1 entitled Permitted As Of Right add the following:

“(h) Antennas that are one meter or less in diameter or diagonal measurement, which antennas are not customary for private residential use and are located on property within the exclusive control of the antenna user where the user has ownership or a leasehold interest in the property, used to receive direct broadcast satellite, including direct to home satellite service, or to receive or transmit fixed wireless signals via satellite, or used to receive video programming services via multipoint distribution services, instructional television fixed services and local multi-point distribution services, or to receive or transmit fixed wireless signals other than via satellite; provided that application is made to the building inspector for a building permit providing sufficient information and documentation that said

antenna meets the requirements of this subsection and payment of a permit fee of \$100 is made.

- (i) Antennas used to receive television broadcasts that are greater than 2 meters in diameter or diagonally, provided that application is made to the building inspector for a building permit providing sufficient information and documentation that said antenna meets the requirements of this subsection and payment of a permit fee of \$100 is made.
- (j) Masts which support an antenna described in (h) or (i) of this section that are more than 10 feet above the top of structure or more than 55 feet above the ground; provided that application is made to the building inspector for a building permit providing sufficient information and documentation that said mast meets the requirements of this subsection and payment of a permit fee of \$100 is made."

2. In Section 6.7.5 entitled Decision Criteria, under subsection (c), add "except that described in section 6.7.3.1, subsections (h), (i) and (j)," after "equipment" and before "shall".

The Moderator announced that the proponents of Article 8 would present a substitute main motion after a "no" vote on the original main motion.

**ACTION:** The main motion was presented, but it failed to pass unanimously by voice vote.

**MOVED:** That the Town vote to amend the Zoning By-Law as follows:

1. In Section 6.7.3.1 entitled Permitted As Of Right add the following:

- (h) 1) An antenna used solely to receive direct broadcast satellite services, including direct-to-home satellite service, or to receive or transmit fixed wireless signals via satellite, or used to receive video programming services via multi-point distribution services, including multichannel multipoint distribution services, instructional television fixed services and local multi-

point distribution services, or to receive or transmit fixed wireless signals other than via satellite. The antenna must be one meter or less in diameter or diagonal measurement, not customary for private residential use and to be located on property within the exclusive control of the antenna user where the user has ownership or a leasehold interest in the property, provided that the antenna is not being placed on a site, building, structure or object included in, or eligible for inclusion on the National Register of Historic Places, as set forth in the National Historic Preservation Act of 1966, as amended, 16 U.S. Code 470 and provided that application is made to the building inspector for a building permit which includes sufficient information and documentation to determine that the antenna meets the requirements of this subsection and payment of a permit fee of \$100 is made.

2) In the case of an antenna that is used to transmit fixed wireless signals, a label must be affixed to the antenna that provides adequate notice of radio frequency safety hazards and references the applicable FCC adopted limits for radio frequency exposure specified in 47 CFR 1.1310.

2. In Section 6.7.5 entitled Decision Criteria, under subsection (c), add "except equipment described in section 6.7.3.1, subsection (h)," after "equipment" and before "shall".

3. In Section 6.7.6 entitled Design Review for Wireless Communication Equipment, add "and 6.7.3.1 (h)" after the number "6.7.3.1(a)" and before "hereof".

Mr. Paul Killeen, Chairman, addressed this proposal on behalf of the Planning Board. He noted that this amendment complies with the Federal Communication Commission and urged adoption.

**ACTION:** The substitute main motion was presented and carried unanimously by voice vote.

## **ARTICLE 22: APPROPRIATE THE FY2004 WATER ENTERPRISE FUND BUDGET**

To see if the Town will vote to raise and appropriate the following sums of money to operate the Water Division of the DPW during fiscal year 2004, under the provision of G.L., Chapter 44, Section 53F ½ :

|      |                     | <u>Expended<br/>FY 2002</u> | <u>Appropriated<br/>FY 2003</u> | <u>Recommended<br/>FY2004</u> |
|------|---------------------|-----------------------------|---------------------------------|-------------------------------|
| 901  | Salaries            | 728,455                     | \$ 781,963                      | \$ 779,073                    |
| 902  | Purchase of service | 409,549                     | 308,080                         | 330,752                       |
| 903  | Expenses            | 227,486                     | 322,975                         | 341,225                       |
| 904  | Capital outlay      | 24,212                      | 20,000                          | 20,000                        |
| 905  | MWRA assessment     | 157,904                     | 741,934                         | 1,065,819                     |
| 907  | Debt service        | 1,106,955                   | 1,107,698                       | 1,105,601                     |
| 907A | Claims Contingency  | 77,071                      | 0                               | 0                             |
| 908  | Reserve Fund        | 0                           | 0                               | 75,000                        |
|      | <b>Total</b>        | 2,731,632                   | 3,282,650                       | 3,717,470                     |



*Article 22 Explanation: The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations. The July 1, 2002 retained earnings for this fund was certified at \$606,176, compared to a retained earnings target of \$491,732.*

MOVED: That the Town vote to raise and appropriate the following sums of money to operate the Water Division of the DPW during fiscal year 2004, under the provision of G.L., Chapter 44, Section 53F ½:

|      |                     | <u>Expended<br/>FY 2002</u> | <u>Appropriated<br/>FY 2003</u> | <u>Recommended<br/>FY2004</u> |
|------|---------------------|-----------------------------|---------------------------------|-------------------------------|
| 901  | Salaries            | 728,455                     | \$ 781,963                      | \$ 779,073                    |
| 902  | Purchase of service | 409,549                     | 308,080                         | 330,752                       |
| 903  | Expenses            | 227,486                     | 322,975                         | 341,225                       |
| 904  | Capital outlay      | 24,212                      | 20,000                          | 20,000                        |
| 905  | MWRA assessment     | 157,904                     | 741,934                         | 1,065,819                     |
| 907  | Debt service        | 1,106,955                   | 1,107,698                       | 1,105,601                     |
| 907A | Claims Contingency  | 77,071                      | 0                               | 0                             |
| 908  | Reserve Fund        | 0                           | 0                               | 75,000                        |
|      | <b>Total</b>        | 2,731,632                   | 3,282,650                       | 3,717,470                     |

A motion to amend was offered by Mr. James G. Healy as follows:

| <u>Line<br/>Item</u> | <u>Appropriation</u> | <u>Changing<br/>From</u> | <u>Changing<br/>To</u> |
|----------------------|----------------------|--------------------------|------------------------|
| 901                  | Salaries             | \$779,073                | \$780,664.             |

Mr. James G. Healy, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that most items are routine. One new line item, Reserve Fund, has been added to this budget because they cannot ask the Finance Committee for a Reserve Fund transfer. The Board of Selectmen voted that this line item should be 5% of the total budget. Mr. Healy also explained that the MWRA Assessment was up mainly because they make their projections in September of the previous year. In addition, the Town had an extremely low water level last year due to severe drought conditions and an MWRA construction project. Mr. Healy urged support of this proposal on behalf of the Board of Selectmen.

Mr. Edward C. Nickles, member, recommended adoption of this article on behalf of the Finance Committee.

After a brief discussion, a motion to move the previous question was offered by Mr. Paul G. Smith. The motion was presented and carried by the required two-thirds vote as declared by the Moderator.

Mr. Healy's motion to amend Line Item 901 was presented and carried by majority vote.

ACTION: The main motion, as amended, was presented and carried by majority vote.

VOTED: That the Town vote to raise and appropriate the following sums of money to operate the Water Division of the DPW during fiscal year 2004, under the provision of G.L., Chapter 44, Section 53F ½:

|      |                     | <u>Expended<br/>FY 2002</u> | <u>Appropriated<br/>FY 2003</u> | <u>Recommended<br/>FY2004</u> |
|------|---------------------|-----------------------------|---------------------------------|-------------------------------|
| 901  | Salaries            | 728,455                     | \$ 781,963                      | \$ 780,664                    |
| 902  | Purchase of service | 409,549                     | 308,080                         | 330,752                       |
| 903  | Expenses            | 227,486                     | 322,975                         | 341,225                       |
| 904  | Capital outlay      | 24,212                      | 20,000                          | 20,000                        |
| 905  | MWRA assessment     | 157,904                     | 741,934                         | 1,065,819                     |
| 907  | Debt service        | 1,106,955                   | 1,107,698                       | 1,105,601                     |
| 907A | Claims Contingency  | 77,071                      | 0                               | 0                             |
| 908  | Reserve Fund        | 0                           | 0                               | 75,000                        |
|      | <b>Total</b>        | 2,731,632                   | 3,282,650                       | 3,719,061                     |

**ARTICLE 23:****APPROPRIATE THE FY2004 WASTEWATER ENTERPRISE FUND BUDGET**

To see if the Town will vote to raise and appropriate the following sums of money to operate the Sewer Division of the DPW during fiscal year 2004, under the provision of G.L., Chapter 44, Section 53F ½:

|     |                     | <b>Expended<br/>FY 2002</b> | <b>Appropriated<br/>FY 2003</b> | <b>Recommended<br/>FY2004</b> |
|-----|---------------------|-----------------------------|---------------------------------|-------------------------------|
| 908 | Salaries            | 422,216                     | 472,614                         | 485,024                       |
| 909 | Purchase of Service | 231,065                     | 119,200                         | 126,629                       |
| 910 | Expenses            | 106,953                     | 66,658                          | 66,658                        |
| 911 | Capital outlay      | 0                           | 0                               | 0                             |
| 912 | MWRA assessment     | 4,378,298                   | 4,760,131                       | 4,693,488                     |
| 913 | Debt service        | 996,008                     | 1,088,010                       | 1,088,010                     |
| 914 | Reserve Fund        | 0                           | 0                               | 35,000                        |
|     | <b>Total</b>        | <b>6,134,540</b>            | <b>6,506,613</b>                | <b>6,494,809</b>              |

or take any other action relative thereto.

*Article 23 Explanation: The Wastewater Enterprise Fund budget (Sewer Division) is a self-supporting account. Sewer user fees and charges cover the entire cost of operations. The July 1, 2002 retained earnings for this fund was certified at \$1,285,915, compared to a retained earnings target of \$1,078,339.*

MOVED: That the Town vote to raise and appropriate the following sums of money to operate the Sewer Division of the DPW during fiscal year 2004, under the provision of G.L., Chapter 44, Section 53F ½:

|     |                     | <b>Expended<br/>FY 2002</b> | <b>Appropriated<br/>FY 2003</b> | <b>Recommended<br/>FY2004</b> |
|-----|---------------------|-----------------------------|---------------------------------|-------------------------------|
| 908 | Salaries            | 422,216                     | 472,614                         | 485,024                       |
| 909 | Purchase of Service | 231,065                     | 119,200                         | 126,629                       |
| 910 | Expenses            | 106,953                     | 66,658                          | 66,658                        |
| 911 | Capital outlay      | 0                           | 0                               | 0                             |
| 912 | MWRA assessment     | 4,378,298                   | 4,760,131                       | 4,693,488                     |
| 913 | Debt service        | 996,008                     | 1,088,010                       | 1,088,010                     |
| 914 | Reserve Fund        | 0                           | 0                               | 35,000                        |
|     | <b>Total</b>        | <b>6,134,540</b>            | <b>6,506,613</b>                | <b>6,494,809</b>              |

A motion to amend was offered by Mr. James G. Healy as follows:

| <u>Line<br/>Item</u> | <u>Appropriation</u> | <u>Changing<br/>From</u> | <u>Changing<br/>To</u> |
|----------------------|----------------------|--------------------------|------------------------|
| 908                  | Salaries             | \$485,024                | \$485,880.             |

Mr. James G. Healy, Selectman, reviewed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Edward C. Nickles, member, recommended adoption of this proposal on behalf of the Finance Committee

Mr. Healy's motion to amend Line Item 908 was presented and carried by majority vote.

ACTION: That main motion, as amended, was presented and carried by majority vote.



VOTED: That the Town vote to raise and appropriate the following sums of money to operate the Sewer Division of the DPW during fiscal year 2004, under the provision of G.L., Chapter 44, Section 53F ½:

|     |                     | <b>Expended<br/>FY 2002</b> | <b>Appropriated<br/>FY 2003</b> | <b>Recommended<br/>FY2004</b> |
|-----|---------------------|-----------------------------|---------------------------------|-------------------------------|
| 908 | Salaries            | 422,216                     | 472,614                         | 485,880                       |
| 909 | Purchase of Service | 231,065                     | 119,200                         | 126,629                       |
| 910 | Expenses            | 106,953                     | 66,658                          | 66,658                        |
| 911 | Capital outlay      | 0                           | 0                               | 0                             |
| 912 | MWRA assessment     | 4,378,298                   | 4,760,131                       | 4,693,488                     |
| 913 | Debt service        | 996,008                     | 1,088,010                       | 1,088,010                     |
| 914 | Reserve Fund        | 0                           | 0                               | 35,000                        |
|     | <b>Total</b>        | <b>6,134,540</b>            | <b>6,506,613</b>                | <b>6,495,665</b>              |

**ARTICLE 24: APPROPRIATE THE FY2004 SOLID WASTE / RECYCLING ENTERPRISE FUND BUDGET**

To see if the Town will vote to raise and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the DPW during fiscal year 2003, under the provision of G.L., Chapter 44, Section 53F ½:

|     |                     | <b>Expended<br/>FY 2002</b> | <b>Appropriated<br/>FY 2003</b> | <b>Recommended<br/>FY2004</b> |
|-----|---------------------|-----------------------------|---------------------------------|-------------------------------|
| 915 | Salaries            | 414,355                     | 438,682                         | 454,704                       |
| 916 | Purchase of service | 813,947                     | 859,700                         | 879,700                       |
| 917 | Expenses            | 118,742                     | 126,455                         | 126,455                       |
| 918 | Capital Outlay      | 0                           | 0                               | 0                             |
| 920 | Debt Service        | 255,589                     | 270,339                         | 258,361                       |
| 921 | Reserve Fund        | 0                           | 0                               | 41,509                        |
|     | <b>Total</b>        | <b>1,602,633</b>            | <b>1,695,176</b>                | <b>1,760,729</b>              |

or take any other action relative thereto.

*Article 24 Explanation:* The budget is funded through a combination of property tax revenues and user fees. The July 1, 2002 Solid Waste / Recycling Enterprise Fund retained earnings was certified at \$291,013, compared to a retained earnings target of \$161,300.

MOVED: That the Town vote to raise and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the DPW during fiscal year 2003, under the provision of G.L., Chapter 44, Section 53F ½:

|     |                     | <b>Expended<br/>FY 2002</b> | <b>Appropriated<br/>FY 2003</b> | <b>Recommended<br/>FY2004</b> |
|-----|---------------------|-----------------------------|---------------------------------|-------------------------------|
| 915 | Salaries            | 414,355                     | 438,682                         | 454,704                       |
| 916 | Purchase of service | 813,947                     | 859,700                         | 879,700                       |
| 917 | Expenses            | 118,742                     | 126,455                         | 126,455                       |
| 918 | Capital Outlay      | 0                           | 0                               | 0                             |
| 920 | Debt Service        | 255,589                     | 270,339                         | 258,361                       |
| 921 | Reserve Fund        | 0                           | 0                               | 41,509                        |
|     | <b>Total</b>        | <b>1,602,633</b>            | <b>1,695,176</b>                | <b>1,760,729</b>              |

A motion to amend was offered by Mr. John A. Bulian as follows:

| Line<br>Item | Appropriation | Changing<br>From | Changing<br>To |
|--------------|---------------|------------------|----------------|
| 915          | Salaries      | \$454,704        | \$455,539.     |

Mr. John A. Bulian, Selectman, reviewed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mr. Ted Weiner, member, recommended adoption of this proposal on behalf of the Finance Committee

Mr. Bulian's motion to amend Line Item 915 was presented and carried unanimously by voice vote.

ACTION: That main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the DPW during fiscal year 2003, under the provision of G.L., Chapter 44, Section 53F ½:

|     |                     | Expended<br>FY 2002 | Appropriated<br>FY 2003 | Recommended<br>FY2004 |
|-----|---------------------|---------------------|-------------------------|-----------------------|
| 915 | Salaries            | 414,355             | 438,682                 | 455,539               |
| 916 | Purchase of service | 813,947             | 859,700                 | 879,700               |
| 917 | Expenses            | 118,742             | 126,455                 | 126,455               |
| 918 | Capital Outlay      | 0                   | 0                       | 0                     |
| 920 | Debt Service        | 255,589             | 270,339                 | 258,361               |
| 921 | Reserve Fund        | 0                   | 0                       | 41,509                |
|     | <b>Total</b>        | 1,602,633           | 1,695,176               | 1,761,564             |

#### **ARTICLE 25: APPROPRIATE FOR PAYMENT OF UNPAID BILLS OF PRIOR YEARS**

To see if the Town will vote to raise and appropriate, or otherwise provide, such sums of money as may be required for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Needham, as follows:

| Department        | Vendor                       | Description      | Fiscal Year | \$ Amount |
|-------------------|------------------------------|------------------|-------------|-----------|
| Police Department | MotoPhoto                    | Photo Reprints   | 2002        | \$ 18.39  |
| Police Department | CGL Electronic Security Inc. | Service          | 2002        | \$ 150.00 |
|                   |                              | Parts            |             | \$ 7.14   |
|                   |                              | Total----->      |             | \$ 157.14 |
| Police Department | ZEP Manufacturing            | Equipment        | 2002        | \$ 303.24 |
| Police Department | Northeastern Univ.           | Training         | 2002        | \$ 698.00 |
| Police Department | MHQ                          | Light Bar Repair | 2002        | \$ 106.50 |
| Police Department | Harvey's Hardware            | Parts            | 2002        | \$ 11.82  |

and further to meet the appropriation that \$1,295.09 be transferred from available funds; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate, or otherwise provide, such sums of money as may be required for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Needham, as follows:

| Department        | Vendor                       | Description    | Fiscal Year | \$ Amount |
|-------------------|------------------------------|----------------|-------------|-----------|
| Police Department | MotoPhoto                    | Photo Reprints | 2002        | \$ 18.39  |
| Police Department | CGL Electronic Security Inc. | Service        | 2002        | \$ 150.00 |
|                   |                              | Parts          |             | \$ 7.14   |
|                   |                              | Total----->    |             | \$ 157.14 |



|                   |                    |                  |      |           |
|-------------------|--------------------|------------------|------|-----------|
| Police Department | ZEP Manufacturing  | Equipment        | 2002 | \$ 303.24 |
| Police Department | Northeastern Univ. | Training         | 2002 | \$ 698.00 |
| Police Department | MHQ                | Light Bar Repair | 2002 | \$ 106.50 |
| Police Department | Harvey's Hardware  | Parts            | 2002 | \$ 11.82  |

and further to meet the appropriation that \$1,295.09 be transferred from available funds.

A motion to amend was offered by Mr. Daniel P. Matthews by striking the words "available funds" and inserting in place thereof the words "overlay surplus".

Ms. Jane A. Howard, member, advised that these bills came in after the end of the fiscal year. She recommended adoption on behalf of the Finance Committee.

Mr. Matthews' motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was adopted and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate, or otherwise provide, such sums of money as may be required for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Needham, as follows:

| <u>Department</u> | <u>Vendor</u>                | <u>Description</u> | <u>Fiscal Year</u> | <u>\$ Amount</u> |
|-------------------|------------------------------|--------------------|--------------------|------------------|
| Police Department | MotoPhoto                    | Photo Reprints     | 2002               | \$ 18.39         |
| Police Department | CGL Electronic Security Inc. | Service            | 2002               | \$ 150.00        |
|                   |                              | Parts              |                    | \$ 7.14          |
|                   |                              | Total----->        |                    | \$ 157.14        |
| Police Department | ZEP Manufacturing            | Equipment          | 2002               | \$ 303.24        |
| Police Department | Northeastern Univ.           | Training           | 2002               | \$ 698.00        |
| Police Department | MHQ                          | Light Bar Repair   | 2002               | \$ 106.50        |
| Police Department | Harvey's Hardware            | Parts              | 2002               | \$ 11.82         |

and further to meet the appropriation that \$1,295.09 be transferred from overlay surplus.

ARTICLE 26 was unanimously adopted on May 5, 2003.

#### **ARTICLE 27: ESTABLISH REVOLVING FUND - YOUTH SERVICES PROGRAMS**

To see if the town will vote to authorize a revolving fund for the Youth Commission under M.G.L. Chapter 44, Section 53E1/2 that may be spent during FY04 by the Director of the Youth Commission without further appropriation to pay salaries, expenses and other related costs for youth services and community-oriented programs. The Youth Commission Revolving Fund is to be credited with all fees, charges, and contributions received in connection with the programs operated under this fund, and the Director is authorized to spend \$50,000 in revolving fund monies; or take any other action thereto.

*Article 27 Explanation: The purpose of this article is to allow the Youth Commission to run certain programs and provide certain services on a self-supporting basis. This new revolving fund will operate in the same manner as the previously authorized revolving funds contained in Article 26.*

MOVED: That the Town vote to authorize a revolving fund for the Youth Commission under M.G.L. Chapter 44, Section 53E1/2 that may be spent during FY04 by the Director of the Youth Commission without further appropriation to pay salaries, expenses and other related costs for youth services and community-oriented programs. The Youth Commission Revolving Fund is to be credited with all fees, charges, and contributions received in connection with the programs operated under this fund, and the Director is authorized to spend \$50,000 in revolving fund monies.

A motion to amend was offered by Mr. Gerald A. Wasserman by striking the amount of "\$50,000" and inserting in place thereof the amount of "\$25,000".

Mr. Wasserman, Selectman, recommended adoption of this proposal on behalf of the Board of Selectmen. He explained that this article puts the budget into the appropriate fund category.

Mr. Peter W. Adams, Chairman, recommended adoption on behalf of the Finance Committee.

Unanimous consent was given to allow Jonathan Mattelman, Director, Youth Commission, to address Town Meeting. He indicated that there are a variety of programs under the Youth Commission including babysitting and active parenting of teens in which money comes in for the program and a consultant is hired to conduct the program.

The motion to amend was presented and carried unanimously by voice vote.

**ACTION:** The main motion, as amended, was presented and carried unanimously by voice vote.

**VOTED:** That the Town vote to authorize a revolving fund for the Youth Commission under M.G.L. Chapter 44, Section 53E1/2 that may be spent during FY04 by the Director of the Youth Commission without further appropriation to pay salaries, expenses and other related costs for youth services and community-oriented programs. The Youth Commission Revolving Fund is to be credited with all fees, charges, and contributions received in connection with the programs operated under this fund, and the Director is authorized to spend \$25,000 in revolving fund monies.

---

ARTICLE 28 was adopted unanimously on May 5, 2003.

---

ARTICLE 29 was adopted unanimously on May 5, 2003.

---

**ARTICLE 30: APPROPRIATE FOR LIBRARY DESIGN AND CONSTRUCTION**

To see if the Town will vote to raise and appropriate the sum of \$15,700,000 for the architectural design, engineering, additions, construction, reconstruction, furnishings, equipment, and temporary location of the Needham Free Public Library, to be spent under the direction of the Permanent Public Building Committee and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$15,700,000 under M.G.L., Chapter 44, Section 7 or any other enabling authority; and that the Board of Selectmen and/or Board of Library Trustees is authorized to apply and expend all funds available to the project; or take any other action relative thereto.

*Article 30 Explanation: The Library lacks the space and infrastructure to accommodate the materials collection and electronic devices to satisfy the needs of the public today and into the future. Due to structural restrictions, it is not possible to remove walls and rearrange the space in the existing building. A structural engineer has concluded that it would not only be less expensive to remove the 1961 and 1981 additions to the building and construct a new addition but that it would also result in a more efficient use of space. The Library Trustees have been awarded a State Library Construction Grant that will cover \$3,043,503 of the projected total cost of construction.*

**MOVED:** That the Town will vote to raise and appropriate the sum of \$15,700,000 for the architectural design, engineering, additions, construction, reconstruction, furnishings, equipment, and temporary location of the Needham Free Public Library, to be spent under the direction of the Permanent Public Building Committee and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$15,700,000 under M.G.L., Chapter 44, Section 7 or any other enabling authority; and that the Board of Selectmen and/or Board

of Library Trustees is authorized to apply and expend all funds available to the project.

Mr. John A. Bulian, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that this is the Library project that was approved by the voters on April 14, 2003.

A motion to advance Article 30 to a time certain, specifically prior to discussion on Article 31 in order to discuss Articles 30 and 31 together and vote on separately was offered by Mr. Robert Y. Larsen.

The following Town Meeting Members spoke in opposition to this proposal: Keith M. McClelland, Sally B. Powers, Margaret Leslie Pantridge, and Daniel P. Matthews on behalf of the Board of Selectmen.

Mr. Ford H. Peckham spoke in favor of the motion.

Mr. Jeffrey J. Simmons, Chairman, advised that the School Committee was informed on April 14, 2003 of the possibility of being on the School Building Assistance Program list.

A motion to move the previous question was offered by Caroline B. Edge. The motion to move the previous question was presented and carried by two-thirds vote as declared by the Moderator.

Mr. Larsen's motion was presented, but it failed to pass by voice vote.

Mr. Bulian, Selectman, again stated that the voters approved this project on April 14, 2003 and it is a much-needed project. He urged support of this proposal on behalf of the Board of Selectmen.

Unanimous consent was given to allow J. Stewart Roberts, President of J. Stewart Roberts Associates, Inc., Architects, to address Town Meeting. Mr. Roberts presented the schematic design of the proposed new Library building. He noted that the Library building is an historical part of the Town and his firm tried to retain the historical part of the building. Many changes have occurred since the library was first built and it has been more than twenty years since any renovations have been made. There are many new library services and handicapped regulations. The current 26,000 square foot building will be expanded to a 46,000 building. The Library serves every member of the community and all groups have been taken into consideration. There will be more room for CDs and the audio/visual services will be expanded. Mr. Roberts concluded by indicating that the schematic design phase has been completed with more design engineering work necessary prior to construction.

---

Mr. Gregory John Shesko, Trustee, reiterated the Library Trustees' appreciation of the vote of the Town. He indicated that Needham is #7 on the State Library Construction grant list and assured Town Meeting that the goal of the Library Trustees is to stay as close to or under the total amount (including grant money) appropriated by the Town.

Mr. Shesko advised that there are not enough parking spaces, but they do and can use Memorial Park and Christ Church parking lots. He urged Town Meeting to complete the process and support this article.



Mr. Peter W. Adams, Chairman, recommended adoption on behalf of the Finance Committee. He noted that the High Rock School might be a temporary site for the Library during construction. There may be additional operating costs and possibly the need for an additional maintenance employee. Energy savings, however, could occur with the new construction. The Library budget is less than 2% of the total Town budget and the top amount of the tax increase is \$124. The Finance Committee recommends adoption of this proposal as voted at the Annual Town Election on April 14, 2003.

Mr. John P. Connelly, Director, advised that the Permanent Public Building Committee has worked closely with the architect and it is the Committee's intention to complete the project at or under costs.

Rosalie G. Fox expressed concern with the inadequate parking and suggested that the Town should have the same standards that it requires of others.

Mr. Ron Sockol, Trustee of Memorial Park, advised that the Trustees voted to support the Library project and do have parking spaces available for use by the Library.

Cynthia Conturie expressed concern that if the High Rock School is used as anything other than a school, it will lose its' grandfather status.

After a brief discussion, a motion to move the previous question was offered by Mr. John F. Milligan. The motion was presented and carried by a two-thirds vote as declared by the Moderator.

ACTION: The main motion was presented and carried unanimously by voice vote.

At 11:08 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town meeting stand adjourned to Monday, May 12, 2003 at 7:30 P.M. at the Newman School, and it was so voted unanimously.

Theodora K. Eaton, CMMC  
Town Clerk

a true copy  
ATTEST:

\*\*\*\*\*

ADJOURNED ANNUAL TOWN MEETING

Monday, May 12, 2003

Pursuant to adjournment of the Annual Town Meeting held May 7, 2003, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Monday, May 12, 2003, at 7:30 P.M.

Check lists were used and 228 voters were checked on the list as being present, including 244 Town Meeting Members.

At the designation of Caroline B. Edge, President of the Needham Clergy Association, Rabbi Carl M. Perkins, Temple Aliyah, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Unanimous consent was given to suspend the proceedings for the seventh annual Richard Patten Melick Foundation awards. Mr. Philip V. Robey, President, introduced members of the Board of Directors, David F. Devine and Cynthia J. Chaston, who presented this year's awards to Henry Hicks and James "Mel" Colman respectively. Meredith P. Page was recognized for serving twenty-five years as Town Meeting Member.

The Moderator made the following announcements:

1. Needham Channel will be televising the Town Meeting on Tuesday, May 13, 2003 at 12 Noon and Wednesday, May 14, 2003 at 2 P.M.
2. The Friends of the Needham Board of Health are requesting residents to become members at \$10 per year in order to assist in the additional fuel assistance and traveling meals requests.
3. The rules of order were reviewed by the Moderator for any new residents in attendance

Mr. Daniel P. Matthews, Chairman, Board of Selectmen, moved that the Annual Town Meeting stand adjourned until such time as the Special Town Meeting called for this evening at 7:30 P.M. is either adjourned or dissolved. It was so voted unanimously.

\*\*\*\*\*

SPECIAL TOWN MEETING

Monday, May 12, 2003

Pursuant to a warrant issued by the Selectmen on April 8, 2003, this meeting was called for May 12, 2003 at 7:30 P.M.

The call to the meeting and the Officer's Return were read by the Town Clerk.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Mr. Daniel P. Matthews, Chairman, Board of Selectmen, moved that the Special Town Meeting stand adjourned to a time certain specifically upon completion of the subject matter of Article 31 of the Annual Town Meeting. It was so voted unanimously.

The Moderator called the Annual Town Meeting back into session, declared a quorum to be present and requested the Town Clerk to so record.



## **ARTICLE 31: APPROPRIATE FOR HIGH SCHOOL RENOVATION DESIGN**

To see if the Town will vote to raise and/or transfer and appropriate a sum of money for architectural design, engineering, addition, construction, and /or reconstruct of the Needham High School, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow under M.G.L. chapter 44, Section 7, Chapter 70B, or any other enabling authority; and to authorize the School Committee to apply for any grants or other funds to defray the cost of said project; or take any other action relative thereto.

*Article 31 Explanation: The Town is continuing to study options for necessary renovations and capital improvements at the High School. Alternatives include renovation scenarios at several levels of scope and cost. Further information and recommendations are expected to be presented at Town Meeting*

MOVED: That the Town vote to raise and/or transfer and appropriate a sum of money for architectural design, engineering, addition, construction, and /or reconstruct of the Needham High School, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow under M.G.L. chapter 44, Section 7, Chapter 70B, or any other enabling authority; and to authorize the School Committee to apply for any grants or other funds to defray the cost of said project.

A motion to amend was offered by Mr. Jeffrey J. Simmons by striking the words "a sum of money" and inserting in place thereof the words "the sum of \$1,650,000".

A secondary motion to amend by was offered by Mr. Irwin Silverstein by deleting the sum of "\$1,650,000" and inserting in place thereof the sum of "\$51,300,000".

A motion to amend by adding an emergency preamble was offered by James G. Healy as follows: "This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative".

A motion to amend was offered by Mr. Alan S. Fanger that consideration of Article 31 be postponed to Monday, June 23, 2003, if permissible under Chapter 39, section 9 of the General Laws of the Commonwealth: and if not permissible under such statute, that consideration be postponed to any date fixed by the Board of Selectmen for the convening of a special town meeting, provided that such meeting occurs on or before June 23.

Mr. Fanger addressed his motion to amend. He stated that Town Meeting is being asked to approve the largest appropriation ever in the history of this town. We should have the opportunity to discuss and review this proposal and postpone the vote until June 23, 2003.

Mr. James G. Healy, Selectman, spoke in opposition to Mr. Fanger's motion to amend. He noted that it is clear that the High School project has been in the press recently. The HVAC work has been much more complicated than anticipated. On April 4, 2003 the town was advised that Needham was one of 28 towns eligible for 50% reimbursement. The various boards and committees met twice a week for five weeks to get a handle on this. There have been two public hearings. This situation has

come about much quicker than we wanted, but we must still approve funding by June 30, 2003 in order to be eligible for reimbursement. Mr. Healy urged rejection of Mr. Fanger's motion.

After a brief discussion, a motion to move the previous question with respect to Mr. Fanger's motion to postpone was offered by Mr. Bradley M. Christenson. Mr. Christenson's motion was presented and passed by the required two-thirds vote as declared by the Moderator.

Mr. Fanger's motion to postpone was presented, but it failed to pass on a voice vote.

A motion to amend was offered by Mr. James G. Healy by striking the word "reconstruct" and inserting in place thereof the word "reconstruction".

Mr. Irwin Silverstein, member, addressed this proposal on behalf of the School Committee. He advised that the town stands to gain \$20 - \$25 million in state support on this project. He then reviewed the history of the Needham High School Building Renovations from 1988 to present. He indicated that the Town was notified on April 7, 2003 of School Building Assistance eligibility. Various boards, committees, legislators have been meeting and the decision was reached to ask Town Meeting to appropriate money and ask for a Proposition 2 ½ debt override question within the next twelve months. Town Meeting is essential in order to move forward. Mr. Silverstein urged support of this proposal.

Mr. James G. Healy, Selectman, advised that the Board of Selectmen urge adoption of the \$51,300,000 proposal to do the job right. The band-aid approach does not heal the wound. Mr. Healy indicated that the town debt ratio will exceed the 10% cap by 2005 and will reach 14.5% - 14.6% by 2010 and then start to go down. He advised that the Board of Selectmen would make sure it goes back to the 10% level. The town's position in the financial community will remain strong. He reminded Town Meeting Members that the town currently receives state reimbursement for the Pollard School and Needham High School. Additional state reimbursement will be received for Boardmeadow School, Eliot School, and Needham High School. Mr. Healy urged support of this proposal.

Mr. Ronald W. Ruth, member, addressed this proposal on behalf of the Finance Committee. He concurred with Mr. Healy that the bond rating may be jeopardized, the debt ratio exceeds the 10% cap, the additional 27,000 square feet may increase maintenance costs, and this project comes before us on short notice. Mr. Ruth noted that this project will constrain the town's ability for funding other projects on the Capital Improvement Plan. Other projects will have to take a back seat. The Finance Committee does recommend adoption of this proposal.

Mr. John P. Connelly, Chairman, addressed this proposal on behalf of the Permanent Public Building Committee. He advised that the High School has been on the PPBC agenda for several years and his committee is convinced of the need. The building needs substantial work and piecemeal projects will not solve the problems. He also noted that the PPBC is happy with the architectural firm and project management plan. He explained that approximately \$8,000,000 worth of projects already completed at the High School will be part of the plan and \$39,70,000 will be new construction. Life at the High School during construction is going to be a challenge and takes good planning.



Mr. Martin L. B. Walter expressed support for this venture during a period of time when there are more seniors and less revenue in town and great pressures on state and local government.

In response to an inquiry from Mrs. Cynthia Conturie, Mr. Irwin Silverstein advised that the High School addition would be in keeping with the architectural style of the existing building.

Mr. Alexander R. Garlick, Town Meeting Member and High School student, stressed the importance of this project.

After a brief discussion, a motion to move the previous question was offered by Mr. James Hugh Powers. The motion was presented, but the Moderator was in doubt as to the voice vote. The following tellers were sworn in to the faithful performance of their duties: LeRoy J. Nutile, William R. Dermody, Helen Jurzek, Richard S. Creem, Jane B. Murphy, and Meredith P. Page. The motion to move the previous question was again presented and carried by a count of hands. The hand count was Yes 158 - No 50. The motion carried by the required two-thirds vote.

Mr. Irwin Silverstein's secondary motion to amend Mr. Simmons' motion by striking the "\$1,650,000" and inserting in place thereof "\$51,300,000" was presented and carried unanimously by voice vote.

Mr. Jeffrey J. Simmons motion to amend by striking the words "the sum of money" and inserting in place thereof the words "the sum of \$51,300 000" was presented and carried unanimously by voice vote.

Mr. James G. Healy's motion to amend by striking the word "reconstruct" and inserting in place thereof the word "reconstruction" was presented and carried unanimously by voice vote.

Mr. James G. Healy's motion to amend by adding an emergency preamble was presented and carried unanimously by voice vote.

**ACTION:** The main motion, as amended, was presented and carried by the required two-thirds vote as declared by the Moderator.

**VOTED:** That the Town vote to raise and/or transfer and appropriate the sum of \$51,300,000 for architectural design, engineering, addition, construction, and /or reconstruction of the Needham High School, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow under M.G.L. chapter 44, Section 7, Chapter 70B, or any other enabling authority; and to authorize the School Committee to apply for any grants or other funds to defray the cost of said project. This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative".

Mr. Daniel P. Matthews, Chairman, Board of Selectmen, moved that the Annual Town Meeting stand adjourned to a time certain specifically upon completion of the Special Town Meeting. It was so voted unanimously.

The Moderator called the Special Town Meeting back into session, declared a quorum to be present, and requested the Town Clerk to so record.

Mr. Daniel P. Matthews moved to withdraw Article 2 of the Special Town Meeting. The motion was presented and carried unanimously by voice vote.

#### **ARTICLE 1: APPROPRIATE FOR HILLSIDE SCHOOL ROOF REPLACEMENT/REPAIR**

To see if the Town will vote to raise, appropriate and/or transfer \$400,000 for Hillside School roof replacement/repair, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow under MGL chapter 44, Section 7, Chapter 70B, or any other enabling authority; and to authorize the School Committee to apply for any grants or other funds to defray the cost of said project; or take any other action relative thereto.

*Article 1 Explanation: The 31,291 square foot roof on the Hillside Elementary School failed during the winter of 2002/2003. An engineering assessment performed in 2001 noted numerous deficiencies in the existing PVC roof membrane. An evaluation performed in 2003 indicates the need for immediate replacement. The existing roof dates to 1982 and had a warranty of only ten years.*

**MOVED:** That the Town vote to raise, appropriate and/or transfer \$400,000 for Hillside School roof replacement/repair, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow under MGL chapter 44, Section 7, Chapter 70B, or any other enabling authority; and to authorize the School Committee to apply for any grants or other funds to defray the cost of said project.

A motion to amend was offered by Mr. Daniel P. Matthews by deleting the amount of "\$400,000" and inserting in place thereof the amount of "\$480,000".

A second motion to amend was offered by Mr. Daniel P. Matthews by adding an emergency preamble as follows: "This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative".

A third motion to amend was offered by Mr. Daniel P. Matthews by deleting the words "and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow under MGL chapter 44, Section 7, Chapter 70B, or any other enabling authority" and inserting in place thereof the words "said sum to be transferred from the stabilization fund".

Mr. Daniel P. Matthews, Chairman, addressed this proposal on behalf of the Board of Selectmen. He advised Town Meeting that the Board of Selectmen had hoped the roof on the Hillside School would last a few more years, but more problems occurred this winter requiring immediate attention. He urged unanimous support of this proposal

Mr. Peter W Adams, Chairman, recommended adoption on behalf of the Finance Committee. Mr. Adams noted that the additional \$80,000 is needed because of structural damage. He also indicated that the emergency preamble is necessary for the safety of the children and the Hillside community. He urged unanimous support of this proposal.

After a brief discussion, a motion to move the previous questions was offered by Mr. Robert Scott Amsbary. The motion to move the previous question was presented and carried unanimously by voice vote.

Mr. Matthews' motion to amend the amount to \$480,000 was presented and carried unanimously by voice vote.

Mr. Matthews' motion to amend the funding by transfer from the Stabilization Fund was presented and carried unanimously by voice vote.

Mr. Matthews' motion to amend by adding an emergency preamble was presented and carried by a two-thirds vote as declared by the Moderator.

**ACTION:** The main motion, as amended, was presented and carried unanimously by voice vote.

**VOTED:** That the Town vote to raise, appropriate and/or transfer \$480,000 for Hillside School roof replacement/repair, to be spent under the direction of the Permanent Public Building Committee, said sum to be transferred from the stabilization fund; and to authorize the School Committee to apply for any grants or other funds to defray the cost of said project. This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative.

ARTICLE 2 was previously withdrawn earlier this evening.

### ARTICLE 3: AMEND FY2003 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2003 Operating Budget adopted under Article 12 of the May 2002 Annual Town Meeting, and amended under Article 33 of the November 13, 2002 Special Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

| <u>Line Item</u> | <u>Appropriation</u>   | <u>Changing From</u> | <u>Changing To</u> |
|------------------|------------------------|----------------------|--------------------|
| 401              | Police, Salaries       | \$3,832,858          | \$3,838,209        |
| 404              | Police,                |                      |                    |
|                  | Capital Outlay         | \$133,900            | \$128,549          |
| 406              | Fire, Purchase of      |                      |                    |
|                  | Service                | \$78,699             | \$83,699           |
| 407              | Fire, Expenses         | \$151,033            | \$146,033          |
| 501              | Public Works           |                      |                    |
|                  | Salaries               | \$2,549,737          | To be determined   |
| 502              | Public Works, Purchase |                      |                    |
|                  | of Service             | \$486,901            | To be determined   |
| 503              | Public Works,          |                      |                    |
|                  | Expenses               | \$295,750            | To be determined   |
| 504              | Public Works,          |                      |                    |

|     |                     |             |                  |
|-----|---------------------|-------------|------------------|
|     | Capital Outlay      | \$0         | To be determined |
| 506 | Bldg. Maintenance,  |             |                  |
|     | Salaries            | \$2,206,415 | \$2,191,415      |
| 507 | Bldg. Maintenance,  |             |                  |
|     | Purchase of Service | \$1,565,975 | \$1,595,975      |
| 508 | Bldg. Maintenance,  |             |                  |
|     | Expenses            | \$306,935   | \$291,935        |
| 709 | Board of Appeals,   |             |                  |
|     | Salaries            | \$13,894    | \$15,894         |
| 711 | Board of Appeals,   |             |                  |
|     | Purchase of Service | \$4,040     | \$2,040          |

or take any other action relative thereto.

**MOVED:** That the Town vote to amend and supersede certain parts of the fiscal year 2003 Operating Budget adopted under Article 12 of the May 2002 Annual Town Meeting, and amended under Article 33 of the November 13, 2002 Special Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

| <u>Line Item</u> | <u>Appropriation</u>   | <u>Changing From</u> | <u>Changing To</u> |
|------------------|------------------------|----------------------|--------------------|
| 401              | Police, Salaries       | \$3,832,858          | \$3,838,209        |
| 404              | Police,                |                      |                    |
|                  | Capital Outlay         | \$133,900            | \$128,549          |
| 406              | Fire, Purchase of      |                      |                    |
|                  | Service                | \$78,699             | \$83,699           |
| 407              | Fire, Expenses         | \$151,033            | \$146,033          |
| 501              | Public Works           |                      |                    |
|                  | Salaries               | \$2,549,737          | To be determined   |
| 502              | Public Works, Purchase |                      |                    |
|                  | of Service             | \$486,901            | To be determined   |
| 503              | Public Works,          |                      |                    |
|                  | Expenses               | \$295,750            | To be determined   |
| 504              | Public Works,          |                      |                    |
|                  | Capital Outlay         | \$0                  | To be determined   |
| 506              | Bldg. Maintenance,     |                      |                    |
|                  | Salaries               | \$2,206,415          | \$2,191,415        |
| 507              | Bldg. Maintenance,     |                      |                    |
|                  | Purchase of Service    | \$1,565,975          | \$1,595,975        |
| 508              | Bldg. Maintenance,     |                      |                    |
|                  | Expenses               | \$306,935            | \$291,935          |
| 709              | Board of Appeals,      |                      |                    |
|                  | Salaries               | \$13,894             | \$15,894           |
| 711              | Board of Appeals,      |                      |                    |
|                  | Purchase of Service    | \$4,040              | \$2,040            |

The following motion to amend was offered by Mr. Peter W. Adams:

| <u>Line Item</u> | <u>Appropriation</u>   | <u>Changing From</u> | <u>Changing To</u> |
|------------------|------------------------|----------------------|--------------------|
| 501              | Pubic Works,           |                      |                    |
|                  | Salaries               | \$2,549.737          | \$2,505,037        |
| 502              | Public Works, Purchase |                      |                    |
|                  | of Service             | 486,901              | 515,101            |
| 503              | Public Works,          |                      |                    |
|                  | Expenses               | 295,750              | 301,750            |
| 504              | Public Works,          |                      |                    |
|                  | Capital Outlay         | 0                    | 10,500             |

Mr. Adams' motion to amend was presented and carried unanimously by voice vote.



ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to amend and supersede certain parts of the fiscal year 2003 Operating Budget adopted under Article 12 of the May 2002 Annual Town Meeting, and amended under Article 33 of the November 13, 2002 Special Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

| <u>Line Item</u> | <u>Appropriation</u>                   | <u>Changing From</u> | <u>Changing To</u> |
|------------------|--|----------------------|--------------------|
| 401              | Police, Salaries                       | \$3,832,858          | \$3,838,209        |
| 404              | Police, Capital Outlay                 | \$133,900            | \$128,549          |
| 406              | Fire, Purchase of Service              | \$78,699             | \$83,699           |
| 407              | Fire, Expenses                         | \$151,033            | \$146,033          |
| 501              | Public Works Salaries                  | \$2,549,737          | \$2,505,037        |
| 502              | Public Works, Purchase of Service      | \$486,901            | \$ 515,101         |
| 503              | Public Works, Expenses                 | \$295,750            | \$301,750          |
| 504              | Public Works, Capital Outlay           | \$0                  | \$10,500           |
| 506              | Bldg. Maintenance, Salaries            | \$2,206,415          | \$2,191,415        |
| 507              | Bldg. Maintenance, Purchase of Service | \$1,565,975          | \$1,595,975        |
| 508              | Bldg. Maintenance, Expenses            | \$306,935            | \$291,935          |
| 709              | Board of Appeals, Salaries             | \$13,894             | \$15,894           |
| 711              | Board of Appeals, Purchase of Service  | \$4,040              | \$2,040.           |

At 11:08 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town meeting stand adjourned to Wednesday, May 14, 2003 at 7:30 P.M. at the Newman School, and it was so voted unanimously.

Theodora K. Eaton, CMMC  
Town Clerk

a true copy  
ATTEST:

\*\*\*\*\*

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 14, 2003

Pursuant to adjournment of the Annual Town Meeting held May 12, 2003, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Monday, May 12, 2003, at 7:30 P.M.

Check lists were used and 217 voters were checked on the list as being present, including 208 Town Meeting Members.

At the designation of Caroline B. Edge, President of the Needham Clergy Association, Paul Gordon, First Church of Christ Scientist, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Mr. Daniel P. Matthews, Chairman, Board of Selectmen, moved that the Annual Town Meeting stand adjourned until such time as the Special Town Meeting called for this evening at 7:30 P.M. is either adjourned or dissolved. It was so voted unanimously.

\*\*\*\*\*

SPECIAL TOWN MEETING

Wednesday, May 14, 2003

Pursuant to a warrant issued by the Selectmen on April 8, 2003, this meeting was called for May 12, 2003 at 7:30 P.M.

The call to the meeting and the Officer's Return were read by the Town Clerk.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 4: AMEND FY2003 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2003 Water Enterprise Fund Budget adopted under Article 13 of the 2002 Annual Town Meeting, and amended under Article 34 of the November 13, 2002 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F1/2:

| <u>Line Item</u> | <u>Appropriation</u> | <u>Changing From</u> | <u>Changing To</u> |
|------------------|----------------------|----------------------|--------------------|
| 901              | Salaries             | \$743,963            | \$710,963          |
| 902              | Purchase of Service  | \$322,080            | \$355,080          |

or take any other action relative thereto.

*Article 4 Explanation: This transfer will fund the repair of one well pump and the redevelopment of two wells at the Charles River Water Treatment Facility.*

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2003 Water Enterprise Fund Budget adopted under Article 13 of the 2002 Annual Town Meeting, and amended under Article 34 of the November 13, 2002 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F1/2:

| <u>Line Item</u> | <u>Appropriation</u> | <u>Changing From</u> | <u>Changing To</u> |
|------------------|----------------------|----------------------|--------------------|
| 901              | Salaries             | \$743,963            | \$710,963          |
| 902              | Purchase of Service  | \$322,080            | \$355,080          |

Mr. John H. Cogswell, Selectman, addressed this proposal on behalf of the Board of Selectmen. He advised that the Board of Selectmen unanimously recommended adoption of this proposal.

Mr. Edward C. Nickles, member, recommended adoption of this proposal on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

---

**ARTICLE 5: AMEND FY2003 WASTEWATER ENTERPRISE FUND BUDGET**

To see if the Town will vote to amend and supersede certain parts of the FY03 Wastewater Enterprise Fund Budget adopted under Article 14 of the 2002 Annual Town Meeting, and amended under Article 35 of the November 13, 2002 Special Town Meeting, by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F1/2;

| Line |                |               |             |
|------|----------------|---------------|-------------|
| Item | Appropriation  | Changing From | Changing To |
| 908  | Salaries       | \$458,614     | \$438,614   |
| 911  | Capital Outlay | \$0           | \$20,000    |

or take any other action relative thereto.

*Article 5 Explanation: This transfer will allow for the purchase and installation of a channel grinder in the wet well of the Kendrick Street Sewer Pump Station. Potentially hazardous wastewater discharges to the station have created conditions that require special air testing, ventilation and the use of breathing apparatus for the routine daily entry of the wet well to remove debris from the bar racks. The grinder will minimize the need for direct entry.*

MOVED: That the Town vote to amend and supersede certain parts of the FY03 Wastewater Enterprise Fund Budget adopted under Article 14 of the 2002 Annual Town Meeting, and amended under Article 35 of the November 13, 2002 Special Town Meeting, by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F1/2;

| Line |                |               |             |
|------|----------------|---------------|-------------|
| Item | Appropriation  | Changing From | Changing To |
| 908  | Salaries       | \$458,614     | \$438,614   |
| 911  | Capital Outlay | \$0           | \$20,000    |

Mr. John H. Cogswell, Selectman, recommended adoption on behalf of the Board of Selectmen.

Ms. Jane A. Howard, member, recommended adoption on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

---

**ARTICLE 6: AMEND FY2003 SOLID WASTE/RECYCLING ENTERPRISE FUND BUDGET**

To see if the Town will vote to amend and supersede certain parts of the FY03 Solid Waste/Recycling Enterprise Fund

Budget adopted under Article 15 of the 2002 Annual Town Meeting by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F1/2;

| Line |                     |               |             |
|------|---------------------|---------------|-------------|
| Item | Appropriation       | Changing From | Changing To |
| 916  | Purchase of Service | \$859,700     | \$904,200   |

and further that the items be funded by a transfer from the Solid Waste Retained Earnings; or take any other action relative thereto.

*Article 6 Explanation: This transfer from retained earnings is requested in order to pay for an additional 400 tons of municipal solid waste projected to be received by the end of the fiscal year and the repair of a large overhead door at the transfer station building. The additional tonnage results partly from the use of the RTS by the Town of Wellesley after a fire prevented use of their facility for a short period. The transfer for additional tonnage will be offset by additional revenue.*

MOVED: That the Town will vote to amend and supersede certain parts of the FY03 Solid Waste/Recycling Enterprise Fund Budget adopted under Article 15 of the 2002 Annual Town Meeting by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F1/2.;

| Line |                     |               |             |
|------|---------------------|---------------|-------------|
| Item | Appropriation       | Changing From | Changing To |
| 916  | Purchase of Service | \$859,700     | \$904,200   |

and further that the items be funded by a transfer from the Solid Waste Retained Earnings; or take any other action relative thereto.

Mr. John H. Cogswell, Selectman, recommended adoption of this proposal on behalf of the Board of Selectmen

Mr. Ted Weiner, member, recommended adoption of this proposal on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

---

At 7:45 P.M. the following Resolution was offered by Mr. Daniel P. Matthews:

**RESOLUTION**

In Memory of Needham's Heroes

**WHEREAS:** The citizens of this nation live in freedom won through great sacrifice which has provided the foundation for a free, prosperous and independent life; and

**WHEREAS:** It is fitting to recall the service and sacrifice of those who served in harms way when duty to country was required; and

**WHEREAS:** The service of Needham's citizens, performed with a sense of duty and honor, reflects great credit upon themselves, their families, and our community;

**NOW THEREFORE,** be it resolved that the May 12, 2003 Special Town Meeting is dedicated to the remembrance of our



troops in Iraq, those stationed around the world, those who have served in the past, and those who have given their lives for their country.

ACTION: The Resolution was presented and carried unanimously by voice vote.

\*\*\*\*\*

The Moderator called the Annual Town Meeting to order, declared a quorum to be present and requested the Town Clerk to so record.

**ARTICLE 32: APPROPRIATE FOR SCHOOL TECHNOLOGY PLAN**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$130,000 to upgrade computer inventory, to be spent under the direction of the School Committee and raised from the tax levy; or take any other action relative thereto.

*Article 32 Explanation: This request will upgrade 14% of the computer inventory to accept new software applications and access to internet resources. The request will provide adequate workstations and associated peripherals for all instructional areas: computer labs, school media centers, classrooms, special education programs, and tutorial areas. The request also includes upgrades for administrative computers and upgrades for administrative software.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$130,000 to upgrade computer inventory, to be spent under the direction of the School Committee and raised from the tax levy.

A motion to amend was offered by Mr. Gerald A. Wasserman by striking the amount of “\$130,000” and inserting in place thereof the amount of “\$92,000”.

Mr. Wasserman, Selectman, addressed this proposal and recommended adoption of this proposal on behalf of the Board of Selectmen.

Mr. Ted Weiner, member, recommended adoption on behalf of the Finance Committee..

Mr. Wasserman’s motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and/or transfer and appropriate the sum of \$92,000 to upgrade computer inventory, to be spent under the direction of the School Committee and raised from the tax levy.

**ARTICLE 33: APPROPRIATE FOR SCHOOL PHOTOCOPIER REPLACEMENT**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$60,000 to replace photocopiers within the School Department, to be spent under the direction of the School

Committee and raised from the tax levy; or take any other action relative thereto.

*Article 33 Explanation: This appropriation would be the first step in establishing a replacement cycle for the photocopiers within the School Department. The School Department owns 34 copy machines, approximately 38% of which are over six years old. The older machines are inefficient and generally cost more to service than they are worth.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$60,000 to replace photocopiers within the School Department, to be spent under the direction of the School Committee and raised from the tax levy.

Mr. Gerald A. Wasserman, Selectman, addressed this proposal on behalf of the Board of Selectmen. He advised that this proposal is the first year of a seven-year replacement cycle for all photocopying machines within the School Department. Mr. Wasserman recommended adoption of this proposal on behalf of the Board of Selectmen.

Mr. Damon J. Borrelli, member, stated that there are sufficient funds and the Finance Committee recommends adoption of this proposal.

ACTION: The main motion was presented and carried unanimously by voice vote.

**ARTICLE 34** was adopted unanimously on May 5, 2003.

**ARTICLE 35** was adopted unanimously on May 5, 2003.

**ARTICLE 36** was adopted unanimously on May 5, 2003.

**ARTICLE 37: APPROPRIATE FOR POLICE/FIRE BUILDING REPAIRS**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$500,000 for extraordinary building repairs at the Police and Fire Stations, to be spent under the direction of the Municipal Building Maintenance Board, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow said sum under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

*Article 37 Explanation: Funding for the design of this project was approved at the 2000 Annual Town Meeting. This project was presented at the May 2001 Annual Town Meeting and withdrawn due to funding priorities. It was rejected by the November, 2001 Special Town Meeting, and was withdrawn again at the November, 2002 Special Town Meeting. Funding for all portions except the roofing work is recommended for fiscal year 2004; the roofing portion will be deferred. Components of the entire project at the Police Station/Fire Station One include: reconstruction of two ornamental cheek walls, repointing of deteriorated mortar joints, abatement of lead paint and painting of trim components, hose tower cupola and apparatus bays, replacing wood trim on the cupola, replacing failed exterior sealant joints and the wall expansion joints, installing aluminum windowsill counter flashing to conceal exposed wood sills, repairing/replacing balusters on the roof top monitor rails, cleaning and disposing of bird debris,*

installation of bird netting between the slate roof systems, repairing spalled masonry walkways and ramps, repairing/replacing HP handrails, replacing four original wood frame windows, replacing the existing bituminous "driveway apron with a concrete apron, making miscellaneous repairs to the slate roofs, and replacing flat roof sections. At Fire Station 2, components of the entire project include: abatement of lead paint, painting of all trim components, repairing and painting cupola, balusters, and monitor railing, miscellaneous slate roof repairs, repair of spalled masonry walkways, repointing of deteriorated mortar joints, and the installation of exterior trench drains to alleviate a water infiltration problem.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$500,000 for extraordinary building repairs at the Police and Fire Stations, to be spent under the direction of the Municipal Building Maintenance Board, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow said sum under M.G.L. Chapter 44, Section 7.

Mr. James G. Healy, Selectman, explained that this proposal has been delayed for three years and the time has come to make these repairs. He recommended adoption on behalf of the Board of Selectmen.

Mr. Ronald W. Ruth, member, advised that the Fire Station Study has been completed and the Finance Committee now recommends adoption of this proposal.

ACTION: The main motion was presented and carried unanimously by voice vote.

---

#### **ARTICLE 38: APPROPRIATE FOR POLICE MOBILE COMMUNICATION SYSTEM**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$137,000 to replace the police mobile communication system, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

*Article 38 Explanation: This request is submitted to improve both efficiency and officer safety. The equipment currently in use is ten years old, obsolete, and expensive to maintain. The new equipment will provide police officers with quick, efficient, and effective communications with headquarters, other police officers, the Police Department records system, and state and federal databases.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$137,000 to replace the police mobile communication system, to be spent under the direction of the Board of Selectmen and raised from the tax levy.

Mr. James G. Healy, Selectman, addressed this proposal on behalf of the Board of Selectmen. He advised that the police receives over 26,000 calls per year. The new mobile communication system will provide silent dispatch, confidential communication of information and reduced interference. The Board of Selectmen recommends adoption of this proposal.

Mr. Ronald W. Ruth, member, recommended adoption on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

**ARTICLE 39** was adopted unanimously on May 5, 2003.

---

**ARTICLE 40** was previously withdrawn on May 5, 2003.

---

#### **ARTICLE 41: APPROPRIATE FOR FIRE DEPARTMENT COMMAND VEHICLE**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$42,500 to purchase a Fire Department vehicle, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

*Article 41 Explanation: This vehicle is assigned to the four Deputy Fire Chiefs. It responds to every fire and EMS call and must be reliable to facilitate quick response to the scene of the incident. The current Deputy Chiefs' vehicle (a 1997 Ford Expedition) will not be traded in but retained as a special service unit and an older (1993 Ford Bronco) unit will be traded in. This request was presented to the May, 2001 Annual Town Meeting and withdrawn due to funding priorities. It was deferred again in fiscal year 2003.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$42,500 to purchase a Fire Department vehicle, to be spent under the direction of the Board of Selectmen and raised from the tax levy.

A motion to amend was offered by Mr. James G. Healy by striking the amount of "\$42,500" and inserting in place thereof the amount of "\$34,000".

Mr. Healy, Selectman, advised that this request, which was deferred for three years, is to purchase a new Fire Department vehicle to be used by the four Deputy Fire Chiefs. The Department will transfer the equipment from the 1997 Ford Expedition to the new vehicle. The Board of Selectmen supports this proposal.

Mr. Ronald W. Ruth, member, recommended adoption on behalf of the Finance Committee.

Mr. Healy's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and/or transfer and appropriate the sum of \$34,000 to purchase a Fire Department vehicle, to be spent under the direction of the Board of Selectmen and raised from the tax levy.

---

#### **ARTICLE 42: APPROPRIATE FOR STREET LIGHT PURCHASE**

To see if the Town will vote to authorize the acquisition of the street lighting system from the electrical utility company or companies in accordance with the provisions of M.G.L. Chapter 164, Section 34A and to appropriate the sum of \$100,000 to purchase said system, to be spent under the direction of the Board of Selectmen, and to meet this appropriation, said sum shall be transferred from line item 010, Street Lighting, of the FY2004 Operating Budget; or to take any other action relative thereto.



**Article 42 Explanation:** This article would allow the Selectmen to exercise the Town's right under state law to purchase municipal street lights currently owned by NSTAR (approximately 2,829 fixtures). The advantages of this purchase include: payment of a lower electric rate as a municipal owner, and more direct control over street light maintenance and customer service. In addition to the one time purchase price, which is estimated to be between \$75,000 to \$100,000, the street light budget will fund on-going maintenance and energy costs. It is expected that this proposal will save the Town between \$25,000 and \$50,000 in the first year and as much as \$100,000 thereafter. However, it should be noted that the cost of purchasing electricity is only an estimate at this time.

**MOVED:** That the Town vote to authorize the acquisition of the street lighting system from the electrical utility company or companies in accordance with the provisions of M.G.L. Chapter 164, Section 34A and to appropriate the sum of \$100,000 to purchase said system, to be spent under the direction of the Board of Selectmen, and to meet this appropriation, said sum shall be transferred from line item 010, Street Lighting, of the FY2004 Operating Budget.

A motion to amend was offered by Mr. Gerald A. Wasserman, Selectmen by striking the amount of "\$100,000" and inserting in place thereof "\$57000".

Mr. Wasserman explained that this proposal is simply a means of saving the town money. Wellesley Municipal Light will provide service to our streetlights as it does for the City of Newton.

Mr. John W. Lebourveau, Chairman, Electric Deregulation Committee, explained that this is not a new concept. It is just new to Needham. The law went into effect in 1997. The system will be taken over on July 1, 2003 and run by the Department of public works.

Mr. Steven A. Jonas, member, recommended adoption on behalf of the Finance Committee. He advised that first year savings is anticipated at approximately \$48,000 and up to \$100,000 the second year.

After a brief discussion, Mr. Wasserman's motion to amend was presented and carried unanimously by voice vote.

**ACTION:** The main motion, as amended, was presented and carried unanimously by voice vote.

**VOTED:** That the Town vote to authorize the acquisition of the street lighting system from the electrical utility company or companies in accordance with the provisions of M.G.L. Chapter 164, Section 34A and to appropriate the sum of \$57,000 to purchase said system, to be spent under the direction of the Board of Selectmen, and to meet this appropriation, said sum shall be transferred from line item 010, Street Lighting, of the FY2004 Operating Budget.

---

**ARTICLE 43** was adopted unanimously on May 5, 2003.

---

**ARTICLE 44** was previously withdrawn on May 5, 2003.

---

## **ARTICLE 45: APPROPRIATE FOR RTS TRANSFER TRAILER**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$46,500 for the purchase of a solid waste transfer trailer, to be spent under the direction of the Board of Selectmen and to meet this appropriation that \$26,576 appropriated under Article 62 of the 1998 Annual Town Meeting, \$3,800 appropriated under Article 60 of the 2000 Annual Town Meeting, \$8,500 appropriated under Article 9 of the November 2000 Special Town Meeting, and \$7,624 from RTS retained earnings be transferred; or take any other action relative thereto.

**Article 45 Explanation:** During FY01, two (2) trailers were approved for purchase; one to replace an older trailer and one to expand the total fleet to six (6) trailers. One (1) trailer was replaced in FY02, as scheduled, and one (1) was contained on the replacement schedule for FY03 but was deferred. The least damaged trailers are being retained and will be repaired to haul the less handled, non-compacted and lighter recyclables. It is anticipated that the total useful life of the trailers is 6 to 8 years.

**MOVED:** that the Town vote to raise and/or transfer and appropriate the sum of \$46,500 for the purchase of a solid waste transfer trailer, to be spent under the direction of the Board of Selectmen and to meet this appropriation that \$26,576 appropriated under Article 62 of the 1998 Annual Town Meeting, \$3,800 appropriated under Article 60 of the 2000 Annual Town Meeting, \$8,500 appropriated under Article 9 of the November 2000 Special Town Meeting, and \$7,624 from RTS retained earnings be transferred.

Mr. Gerald A. Wasserman, Selectman, advised that the replacement schedule for the solid waste transfer trailers is one every six years and the Board of Selectmen supports this proposal.

Mr. Ted Weiner, member, recommends adoption on behalf of the Finance Committee.

**ACTION:** The main motion was presented and carried unanimously by voice vote.

---

## **ARTICLE 46: APPROPRIATE FOR RTS TROMMEL SCREENER**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$110,000 for the purchase of an RTS Trommel Screener, to be spent under the direction of the Board of Selectmen, and to meet this appropriation that \$110,000 be transferred from RTS retained earnings; or take any other action relative thereto.

**Article 46 Explanation:** The volume of yard waste material entering the RTS facility has increased significantly over the past several fiscal years. The Town has partnered with private contractors to assist in the screening and composting of the yard waste to a finished product, due to the lack of space and resources at the RTS. The use of the contractor's equipment and/or services is exchanged for finished material as a means of moving the material out of the RTS. The purchase of the trommel screener would allow the Town to process all composted yard waste to a quality of finished project suitable for sale, both reducing the quantity at the RTS and providing a revenue source. The equipment could also be rented to other municipalities for a similar use. Finally, the use of the trommel screener would allow processing of composted material to a finished quality



*suitable to replace material currently purchased by the DPW for certain construction projects.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$110,000 for the purchase of an RTS Trommel Screener, to be spent under the direction of the Board of Selectmen, and to meet this appropriation that \$110,000 be transferred from RTS retained earnings.

Mr. Gerald A. Wasserman, Selectmen, addressed this proposal on behalf of the Board of Selectmen. He explained that the trommel screener processes composted yard waste and will offset RTS, and reduce costs.

Mr. Edward C Nickles, member, recommended adoption on behalf of the Finance Committee. He advised that the funding would come from retained earnings.

ACTION: The main motion was presented and carried unanimously by voice vote.

---

ARTICLE 47 was adopted unanimously on May 5, 2003.

---

**ARTICLE 48: APPROPRIATE FOR BROOK & CULVERT REPAIRS**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$50,000 for repair and maintenance to brooks and culverts; to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

*Article 48 Explanation: This is a request for funding of a multi-year request to clean brooks throughout the Town and repair culverts and retaining walls in the brooks. During severe storms, there are numerous incidents of flooding in residential areas. The flooding conditions are largely the result of blockages of waterways due to the failure of retaining walls and the clogging of waterways with vegetation and silt. These conditions have occurred due to the lack of manpower for routine maintenance of these waterways. A major effort is now needed to begin to address this problem. The next round of work is proposed for Linden Street, Maple Street and the MBTA Railroad Tracks, followed by Hurd Brook. The program was deferred in fiscal year 2003.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$50,000 for repair and maintenance to brooks and culverts; to be spent under the direction of the Board of Selectmen and raised from the tax levy.

A motion to amend was offered by Mr. John H. Cogswell by striking the amount of "\$50,000" and inserting in place thereof the amount of "\$25,000".

Mr. Cogswell, Selectman, addressed this proposal on behalf of the Board of Selectmen. He advised that the Board of Selectmen hope to complete the area from Rosemary Brook to Trout Pond.

Ms. Jane A. Howard, member, supports this proposal on behalf of the Finance Committee.

Mr. Cogswell's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and/or transfer and appropriate the sum of \$25,000 for repair and maintenance to brooks and culverts; to be spent under the direction of the Board of Selectmen and raised from the tax levy.

---

ARTICLE 49 was previously withdrawn on May 5, 2003.

---

ARTICLE 50 was adopted unanimously on May 5, 2003.

---

ARTICLE 51 was adopted unanimously on May 5, 2003.

---

ARTICLE 52 was adopted unanimously on May 5, 2003.

---

**ARTICLE 53: APPROPRIATE FOR WELLFIELD WATERSHED MANAGEMENT STUDY**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$16,000 to establish a program for wellfield watershed management, to be spent under the direction of the Board of Selectmen, and to meet this appropriation that \$16,000 be transferred from water retained earnings; or take any other action relative thereto.

*Article 53 Explanation: The Town maintains three wells delivering 4.6 million gallons of water per day (mgd) on 67 acres of land on Charles River Street near the Dover line. One important element in protecting the quantity, as well as the quality of the water supply, is forest and vegetative maintenance. A program should be developed for forest and vegetation maintenance in the wellfield. This involves a study to determine the appropriate amount and type of ground forest cover that is suitable for water recharge; the type of cover that is detrimental for water recharge; and the strategy for managing such vegetation.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$16,000 to establish a program for wellfield watershed management, to be spent under the direction of the Board of Selectmen, and to meet this appropriation that \$16,000 be transferred from water retained earnings.

A motion to amend was offered by Mr. James G. Healy by inserting the words "on Town property only" after the words "establish a program for wellfield watershed management".

Mr. Healy, member, recommended adoption of this proposal on behalf of the Board of Selectmen.

Mr. Ronald W. Ruth, member, recommended adoption on behalf of the Finance Committee.

The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and/or transfer and appropriate the sum of \$16,000 to establish a program for wellfield watershed management on Town property only, to be



spent under the direction of the Board of Selectmen, and to meet this appropriation that \$16,000 be transferred from water retained earnings.

**ARTICLE 54: APPROPRIATE FOR WASTEWATER PUMP STATION IMPROVEMENT DESIGN/GREAT PLAIN AVENUE**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$50,000 for design for the renovation of the Great Plain Avenue pump station, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7; or take any other action relative thereto.

*Article 54 Explanation:* The amount of \$100,000 was requested for the design of this project at the November 13, 2002 Special Town Meeting. Town Meeting appropriated \$50,000 for this purpose. The Department of Public Works has solicited a second estimate for this project and received a proposal in the amount of \$90,000. The requested appropriation for an additional \$50,000 to complete this design includes a contingency amount. As part of the Wastewater System Master Plan, several of the wastewater pump stations were evaluated to determine their physical condition, capacity to accommodate additional wastewater flows, and compliance with codes and standards of operation. Seven of the 10 wastewater pump stations in Town were identified as needing attention. The Great Plain Avenue Station requires significant renovation including both building and pump system upgrades. The structure is 50 years of age and is in need of repairs. The pumping and control systems do not meet current code requirements. Due to these factors, and the impact of the development of Olin College, renovation of the Great Plain Avenue station is recommended. The preliminary estimate of the cost of renovating this station is \$500,000.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$50,000 for design for the renovation of the Great Plain Avenue pump station, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7.

Mr. James G. Healy, Selectman, addressed this proposal on behalf of the Board of Selectmen. He noted that the Great Plain Avenue Station is part of the Wastewater System Master Plan and is in great need of repair. He recommended adoption of the proposal on behalf of the Board of Selectmen.

Mr. Edward C Nickles, member, recommended adoption of this proposal on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

**ARTICLE 55: APPROPRIATE FOR WASTEWATER SYSTEM REHABILITATION**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,000,000 for sewer system rehabilitation, to be spent under the direction of the Board of Selectmen, including without limitation all costs thereof as defined in Section 1 of M.G.L. Chapter 29C, that to meet this appropriation the

Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7, M.G.L. Chapter 29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to M.G.L. Chapter 29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Board of Selectmen be authorized to contract with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Board of Selectmen or other appropriate local official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Board of Selectmen is authorized to expend all funds available for the project; or take any other action relative thereto.

*Article 55 Explanation:* The Town of Needham, along with numerous other communities, is under an Administrative Order from the DEP to identify and remove Infiltration and Inflow (I/I) from our sewer system. In addition, since the Town's MWRA sewer assessment is largely a function of metered flow, the reduction of a significant amount of I/I will have a direct impact on our assessment. The Town has undertaken studies to determine the location and volume of I/I entering the sewer system. This request is for construction of the next I/I project identified: Area 1-along Dedham Avenue from the Dedham Line to the Railroad Bridge/cross country to Webster Street/Webster Street from South Street to Dedham Avenue/Howland Street/Pleasant Street, and Area 3 & Area 4 - Edgewater Drive area. Design work for this project was funded at the 2001 Annual Town Meeting.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$1,000,000 for sewer system rehabilitation, to be spent under the direction of the Board of Selectmen, including without limitation all costs thereof as defined in Section 1 of M.G.L. Chapter 29C, that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7, M.G.L. Chapter 29C or any other enabling authority; that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (MWPAT) established pursuant to M.G.L. Chapter 29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a loan agreement and/or security agreement with the MWPAT and/or loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Board of Selectmen be authorized to contract with the MWPAT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Board of Selectmen or other appropriate local official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Board of Selectmen is authorized to expend all funds available for the project

Mr. James G. Healy, Selectman, noted that this is a significant amount of money for the construction/rehabilitation stage of this necessary project. Town Meeting previously funded the design portion of this project. The Board of Selectmen unanimously recommends adoption of this proposal.



Mr. Ted Weiner, Vice Chairman, advised that the Finance Committee has reviewed this article and recommends adoption.

ACTION: The main motion was presented and carried unanimously by voice vote.

---

**ARTICLE 56 APPROPRIATE FOR 128 SEWER MAIN LOCATION FEASIBILITY STUDY**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$52,000 for a feasibility study of the Route 128 sewer main location, to be spent under the direction of the Board of Selectmen, and to meet this appropriation that \$52,000 be transferred from wastewater retained earnings; or take any other action relative thereto.

*Article 56 Explanation: The wastewater discharging to the Reservoir Street "B" Wastewater Pumping Station originates from both the east and the west side of Route 128. There are four separate gravity mains, as well as the sewer force mains carrying sewage to and from the Reservoir Street "B" Wastewater Pumping Station that lie beneath the layout of Route 128. Five times in the past 20 years the force main has failed, three times in one location alone, costing hundreds of thousands of dollars to repair. The Route 128 Transportation Improvement Project (TIP) otherwise known as the "Add-a-Lane" Project will place these pipes at increased risk. The crossing locations beneath the right-of-way for both the force main and the gravity sewer need to be re-evaluated. Relocation or possibly increased protection and accessibility should be investigated. The engineering and design of the ultimate location should coincide with the renovation or*

*replacement of the Reservoir Street "B" Station during FY2005 and FY2006. The process should initiate with a feasibility study this year to determine the most appropriate location, possibly avoiding passing under the Route 128 travel lanes, or the most appropriate construction technique to preserve the integrity of and access to these pipes in the future.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$52,000 for a feasibility study of the Route 128 sewer main location, to be spent under the direction of the Board of Selectmen, and to meet this appropriation that \$52,000 be transferred from wastewater retained earnings

Mr. John H. Cogswell, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that there have been major breaks in the pipes in this area and much of the system is under Route 128. Mr. Cogswell urged support of this proposal on behalf of the Board of Selectmen.

Mr. Damon J. Borrelli, member, recommended adoption on behalf of the Finance Committee. He indicated the town might receive some reimbursement from the State Highway Fund.

ACTION: The main motion was presented and carried by majority vote as declared by the Moderator.

---

ARTICLE 57 was adopted unanimously on May 5, 2003.

---

---

**ARTICLE 58: RESCIND BOND AUTHORIZATION**

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

| <u>Project</u>                      | <u>Town Meeting</u> | <u>Article</u> | <u>Authorized</u> | <u>Rescind</u> |
|-------------------------------------|---------------------|----------------|-------------------|----------------|
| Pollard Middle School Renovations   | 1996 ATM            | 31             | \$150,000         | \$37,000       |
| Pump Station West Street            | 1996 ATM            | 58             | \$2,250,000       | \$226,800      |
| Community Septic Management Program | 1997 ATM            | 64             | \$200,000         | \$114,106      |
| Sewer Force Main West Street        | 1998 ATM            | 59             | \$1,250,000       | \$188,200      |
| Pump Station Reservoir Street       | 1998 ATM            | 61             | \$140,000         | \$100,941      |
| Pollard Middle School HVAC          | 1999 ATM            | 35             | \$325,000         | \$2,000        |
| Land Purchase Wiswall Property      | 11/2000 STM         | 17             | \$2,000,000       | \$59,100       |
| Hillside School Fire Alarm System   | 11/2001 STM         | 2              | \$125,000         | \$20,000       |
| Cinema Building Demolition          | 2/2001 STM          | 2              | \$450,000         | \$450,000      |
| Total                               |                     |                |                   | \$1,161,147    |

or take any other action relative thereto.

*Article 58 Explanation: When a project is financed by borrowing, the project has been completed, and all the bills have been paid, the balance of the authorization that was not borrowed should be rescinded. A Town Meeting vote to rescind the balance of a borrowing prevents any further borrowing for the project, and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost saving measures, or favorable bids. There are three items of particular note contained on this list. First, the balance of the Community Septic Management Program was not needed. The level of participation was lower than the initial allocation to the Town by the state, and now that the period of time that the financing was to be available has past, the authorization is no longer needed. With respect to*



*the Pump Station at Reservoir Street, the original request was for a complete replacement of the sewer main from Highland Circle to Fremont Street. A significant portion of this project was completed at the expense of the developer of the Staples site. Further, due to the location of the main in proximity to the river, it was determined that a liner should be installed, rather than a complete replacement, at a lower cost. Third, the Town was prohibited from borrowing for the demolition of the Cinema. In November, 2002, the Special Town Meeting funded this project through a transfer from the stabilization fund. The authorization is presented for Town Meeting to rescind.*

MOVED: That the Town vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

| <u>Project</u>                      | <u>Town Meeting</u> | <u>Article</u> | <u>Authorized</u> | <u>Rescind</u> |
|-------------------------------------|---------------------|----------------|-------------------|----------------|
| Pollard Middle School Renovations   | 1996 ATM            | 31             | \$150,000         | \$37,000       |
| Pump Station West Street            | 1996 ATM            | 58             | \$2,250,000       | \$226,800      |
| Community Septic Management Program | 1997 ATM            | 64             | \$200,000         | \$114,106      |
| Sewer Force Main West Street        | 1998 ATM            | 59             | \$1,250,000       | \$188,200      |
| Pump Station Reservoir Street       | 1998 ATM            | 61             | \$140,000         | \$100,941      |
| Pollard Middle School HVAC          | 1999 ATM            | 35             | \$325,000         | \$2,000        |
| Land Purchase Wiswall Property      | 11/2000 STM         | 17             | \$2,000,000       | \$59,100       |
| Hillside School Fire Alarm System   | 11/2001 STM         | 2              | \$125,000         | \$20,000       |
| Cinema Building Demolition          | 2/2001 STM          | 2              | \$450,000         | \$450,000      |
| Total                               |                     |                |                   | \$1,161,147    |

A motion to amend was offered by Mr. Gerald A. Wasserman by deleting the words "1996 ATM" after "Pump Station West Street" and inserting in place thereof the words "1998 ATM". Mr. Wasserman explained that these projects are bonding authorizations that came in under cost.

Ms. Jane A. Howard, member, recommended adoption on behalf of the Finance Committee.

Mr. Wasserman's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

| <u>Project</u>                      | <u>Town Meeting</u> | <u>Article</u> | <u>Authorized</u> | <u>Rescind</u> |
|-------------------------------------|---------------------|----------------|-------------------|----------------|
| Pollard Middle School Renovations   | 1996 ATM            | 31             | \$150,000         | \$37,000       |
| Pump Station West Street            | 1998 ATM            | 58             | \$2,250,000       | \$226,800      |
| Community Septic Management Program | 1997 ATM            | 64             | \$200,000         | \$114,106      |
| Sewer Force Main West Street        | 1998 ATM            | 59             | \$1,250,000       | \$188,200      |
| Pump Station Reservoir Street       | 1998 ATM            | 61             | \$140,000         | \$100,941      |
| Pollard Middle School HVAC          | 1999 ATM            | 35             | \$325,000         | \$2,000        |
| Land Purchase Wiswall Property      | 11/2000 STM         | 17             | \$2,000,000       | \$59,100       |
| Hillside School Fire Alarm System   | 11/2001 STM         | 2              | \$125,000         | \$20,000       |
| Cinema Building Demolition          | 2/2001 STM          | 2              | \$450,000         | \$450,000      |
| Total                               |                     |                |                   | \$1,161,147    |

#### ARTICLE 59: AMEND GENERAL BY LAW ARTICLE 9 SECTION 9.2.2.7

To see if the Town will vote to amend Article 9 Penalties and Enforcement of Town By-Laws, Rules and Regulations as follows:

By amending Section 9.2.2.7 Board of Health Regulations, subsection D. to read:

- D. Regulation Affecting Smoking and the Sale and Distribution of Tobacco in Needham Article 1

Enforcement Agent: Board of Health, Health Director, Environmental Health Agent, Public Health Nurse or other Health Agents.

Fine Schedule:

First Offense – one hundred dollars (\$100)

Second Offense – two hundred dollars (\$200)

Third and Subsequent Offenses – three hundred dollars (\$300)

*Article 59 Explanation: The Board of Health seeks to amend the By-law provision to allow enforcement of the Regulation Affecting Smoking and the Sale and Distribution of Tobacco in Needham by all Board of Health agents rather than just by those agents with specific job titles as the by-law is presently worded. If specific job titles should be changed in the future, the by-law would not need to be amended to reflect those title changes. Secondly, the fine schedule governing retail tobacco sales will now be the same as the State fine schedule, which has no warning provision for a first offense. Finally, Sub-section D. will now cover the entire regulation instead of just Section 1.6.*

MOVED: That the Town vote to amend Article 9 Penalties and Enforcement of Town By-Laws, Rules and Regulations as follows:

By amending Section 9.2.2.7 Board of Health Regulations, subsection D. to read:

- E. Regulation Affecting Smoking and the Sale and Distribution of Tobacco in Needham Article 1

Enforcement Agent: Board of Health, Health Director, Environmental Health Agent, Public Health Nurse or other Health Agents.

Fine Schedule:

First Offense – one hundred dollars (\$100)

Second Offense – two hundred dollars (\$200)

Third and Subsequent Offenses – three hundred dollars (\$300).

A motion to refer the subject matter of Article 59 back to the Board of Selectmen and Board of Health for further study was offered by Mr. Daniel P. Matthews.

Mr. Matthews' motion to refer was presented and carried unanimously by voice vote.

---

ARTICLE 60 was previously withdrawn on May 5, 2003.

---

ARTICLE 61 was adopted unanimously on May 6, 2003.

---

#### **ARTICLE 62: AMEND GENERAL BY-LAW – NOISE BY-LAW**

To see if the Town will vote to accept the following amendment to its General By-Laws:

#### **"Section 3.8 Noise Regulation"**

##### **3.8.1 General**

Except in an emergency, construction activity conducted pursuant to a building permit, which causes noise that extends beyond the property line, shall be limited to the hours of 7AM to 8PM unless authorized by rules or regulations adopted by the Board of Selectmen. The penalty for violation of this regulation shall be a \$50 fine."

And to amend Section 9.2 ENFORCEMENT in 9.2.2.4 Police Regulations by adding the following:

##### **"T. Noise Regulation (Section 3.8.1)"**

Fine Schedule:

\$0. First offense

\$25. Second offense

\$50. For each additional offense"

*Article 62 Explanation: At the May 2000 Annual Town Meeting, a citizen's petition was submitted to establish a noise by-law for the Town. Town Meeting referred the Article to the Board of Selectmen for further study. The Board established a committee to review the matter, which made a recommendation to the May, 2001 Annual Town Meeting. Town Meeting again referred the subject back to the Board of Selectmen for further review. The present article would restrict construction activity pursuant to a building permit which causes noise beyond the property line before 7:00 a.m. or after 8:00 p.m. except in emergencies or as authorized under rules and regulations adopted by the Board of Selectmen.*

MOVED: That the Town vote to accept the following amendment to its General By-Laws:

#### **"Section 3.8 Noise Regulation"**

##### **3.8.1 General**

Except in an emergency, construction activity conducted pursuant to a building permit, which causes noise that extends beyond the property line, shall be limited to the hours of 7AM to 8PM unless authorized by rules or regulations adopted by the Board of Selectmen. The penalty for violation of this regulation shall be a \$50 fine."

And to amend Section 9.2 ENFORCEMENT in 9.2.2.4 Police Regulations by adding the following:

##### **"T. Noise Regulation (Section 3.8.1)"**

Fine Schedule:

\$0. First offense

\$25. Second offense

\$50. For each additional offense"

A motion to amend was offered by Mrs. Marcia B. Young by inserting the following language at the end of Section 3.8.1: "This regulation shall not apply to any municipal construction project."

Mr. Daniel P. Matthews, Chairman, recommended adoption of this proposal on behalf of the Board of Selectmen. He indicated that this is a straightforward regulation that is already in use within the town.



Mr. Eric D. Leskowitz echoed Mr. Matthews' remarks and urged adoption of this proposal. He noted that many surrounding towns have a similar noise by-law.

In response to an inquiry from Mr. John E. Comando, Town Counsel David S. Tobin explained that the penalty for this by-law is a non-criminal fine.

After a brief discussion, a motion to move the previous question was offered by Mr. John F. Milligan. The motion was presented and carried unanimously by voice vote.

Mrs. Young's motion to amend was presented, but it failed to pass unanimously by voice vote.

ACTION: The main motion was presented and passed by majority vote as declared by the Moderator.

**ARTICLE 63** was adopted unanimously on May 5, 2003.

**ARTICLE 64: ACCEPT THE PROVISIONS OF M.G.L. CHAPTER 40, SECTION 3**

To see if the Town will vote to accept the final proviso of M.G.L. Chapter 40, Section 3; or take any other action relative thereto.

*Article 64 Explanation: M.G.L. Chapter 40 Section 3 provides that monies received for rental of school buildings be kept separate and apart from other city or town funds in the city or town treasury, and may be expended by the School Committee without further appropriation for the upkeep of the rented facility. Any balance remaining in such account at the close of a fiscal year shall be paid into the General Fund of such city or town. If this article is adopted, the law would allow any remaining balance to remain in said account and to be expended for the upkeep and maintenance of any facility under the control of the school committee.*

MOVED: That the Town vote to accept the final proviso of M.G.L. Chapter 40, Section 3.

A motion to refer the subject matter of this article to the Board of Selectmen and the School Committee for further study was offered by Mr. Daniel P. Matthews. The motion to refer was presented and carried unanimously by voice vote.

**ARTICLE 65: ACCEPT THE PROVISION OF M.G.L. CHAPTER 71, SECTION 71E**

To see if the Town will vote to accept the provisions of M.G.L. Chapter 71, Section 71E which authorizes the School Committee to maintain separate revolving accounts; or take any other action relative thereto.

*Article 65 Explanation: M.G.L. c. 71 Section 71E authorizes the use of a revolving fund for adult education and summer school programs. In 1978, Town Meeting adopted the text of c. 71 Section 71E, but did not adopt the statute itself. The Town has been operating this revolving fund since that time. Town Counsel has determined that acceptance of the text of a statute does not constitute acceptance of the statute, and recommends that Town Meeting act to ensure the continuation of this program.*

MOVED: That the Town vote to accept the provisions of M.G.L. Chapter 71, Section 71E which authorizes the School Committee to maintain separate revolving accounts.

Mr. Gerald A. Wasserman, Selectman, explained that this proposal is simply a technical correction making legal what is already being done.

ACTION: The main motion was presented and carried unanimously by voice vote.

**ARTICLE 66: PROPOSED LEGISLATION –  
INFORMATION FOR VOTERS ON BALLOT**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, for the enactment of a special law substantially in the following form of the proposed act printed below as part of this article and entitled:

**An Act Authorizing the Town of Needham To Send Certain Information To Registered Voters In the Town Of Needham**

**Section 1.** Notwithstanding the provisions of any general or special law to the contrary, the board of selectmen of the town of Needham shall, at least seven days before any election at which a binding or non-binding question shall be submitted solely to the voters of said town, cause to be printed and sent to each residence of one or more voters whose name appears on the latest active voting list for said town and make available at each polling place (a) the full text of such question; (b) a fair and concise summary of such question, including a one-sentence statement describing the effect of a yes or no vote, prepared by the Town Counsel; and (c) arguments for and against such question as provided in section 2.

**Section 2.** No argument shall contain more than two hundred and fifty words. Said board of selectmen shall seek written arguments from the principal proponents and opponents of each such question. Said board of selectmen shall designate a date by which written arguments must be received, in a written notice to the principal proponents and opponents. Said notice must be issued at least fourteen days before the date by which the written arguments must be received.

**Section 3.** For the purposes of this act, the principal proponents and opponents of any such question shall be those persons determined by said board of selectmen to be best able to present the arguments for and against such question. The principal proponents or opponents of such a question may include a town or district officer or committee, such as a finance committee or school committee, and the principal proponents may include the first ten signers or a majority of the first ten signers of any petition initiating the placement of such question on the ballot. In determining the principal proponents and opponents of such a question, said board of selectmen shall contact each ballot question committee, if any, as defined in section 1 of chapter fifty-five of the General Laws, organized specifically to influence the outcome of the vote on such question



**Section 4.** All arguments filed with said board of selectmen pursuant to this act, and the summary prepared pursuant to section 1 shall be open to public inspection at the office of the town clerk, and if the vote affects a district, the arguments and summary shall be open to public inspection at the office of the clerk of each city or town within the jurisdiction of the district.

**Section 5.** This act shall apply where the question presented involves the regional district of which the Town of Needham is a member or involves a joint undertaking by said Town of Needham and any one or more cities or towns.

**Section 6.** The communication prepared under this act shall include a statement indicating the the arguments presented are written by proponents and opponents of each question and reflect their opinions and that the Town of Needham does not endorse the arguments, and does not certify the truth or accuracy of any statement made in the arguments. The names of the individuals or organizations who wrote each argument shall be included in the communication.

**Section 7.** This act shall take effect upon its passage.

MOVED: That the Town vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, for the enactment of a special law substantially in the following form of the proposed act printed below as part of this article and entitled:

**An Act Authorizing the Town of Needham To Send Certain Information To Registered Voters In the Town Of Needham**

**Section 1.** Notwithstanding the provisions of any general or special law to the contrary, the board of selectmen of the town of Needham shall, at least seven days before any election at which a binding or non-binding question shall be submitted solely to the voters of said town, cause to be printed and sent to each residence of one or more voters whose name appears on the latest active voting list for said town and make available at each polling place (a) the full text of such question; (b) a fair and concise summary of such question, including a one-sentence statement describing the effect of a yes or no vote, prepared by the Town Counsel; and (c) arguments for and against such question as provided in section 2.

**Section 2.** No argument shall contain more than two hundred and fifty words. Said board of selectmen shall seek written arguments from the principal proponents and opponents of each such question. Said board of selectmen shall designate a date by which written arguments must be received, in a written notice to the principal proponents and opponents. Said notice must be issued at least fourteen days before the date by which the written arguments must be received.

**Section 3.** For the purposes of this act, the principal proponents and opponents of any such question shall be those persons determined by said board of selectmen to be best able to present the arguments for and against such question. The principal proponents or opponents of such a question may include a town or district officer

or committee, such as a finance committee or school committee, and the principal proponents may include the first ten signers or a majority of the first ten signers of any petition initiating the placement of such question on the ballot. In determining the principal proponents and opponents of such a question, said board of selectmen shall contact each ballot question committee, if any, as defined in section 1 of chapter fifty-five of the General Laws, organized specifically to influence the outcome of the vote on such question

**Section 4.** All arguments filed with said board of selectmen pursuant to this act, and the summary prepared pursuant to section 1 shall be open to public inspection at the office of the town clerk, and if the vote affects a district, the arguments and summary shall be open to public inspection at the office of the clerk of each city or town within the jurisdiction of the district.

**Section 5.** This act shall apply where the question presented involves the regional district of which the Town of Needham is a member or involves a joint undertaking by said Town of Needham and any one or more cities or towns.

**Section 6.** The communication prepared under this act shall include a statement indicating the the arguments presented are written by proponents and opponents of each question and reflect their opinions and that the Town of Needham does not endorse the arguments, and does not certify the truth or accuracy of any statement made in the arguments. The names of the individuals or organizations who wrote each argument shall be included in the communication.

**Section 7.** This act shall take effect upon its passage.

The following motion to amend was offered by Mr. James Hugh Powers: That the main motion under Article 66 be amended by striking out Section 7 thereof and by inserting in place thereof the following Section:

“Section 7. This act shall be submitted for acceptance to the registered voters of the town of Needham at the town election next held following passage of this act. The vote shall be taken by ballot in accordance with the provisions of the General Laws, so far as applicable, in answer to the following question which shall be placed upon the official ballot to be used in said town at said election: - “Shall an act passed by the General Court in the year two thousand and three entitled ‘An Act authorizing the town of Needham to send certain information to registered voters in the town of Needham’ be accepted?”

Upon its acceptance by a majority of registered voters of said town voting thereon at said town election, as aforesaid, this act shall take effect in the town of Needham on the thirtieth day immediately following said election, but not otherwise.”

Mr. Michael J. Greis, Town Meeting Member and proponent of this citizen’s petition, spoke in favor of this proposal. He indicated the need for an educated citizenry. The State sends out the red booklet providing an explanation of the pros and cons of state ballot questions. The town should be able to do the same.

Mr. James Hugh Powers advised that Needham has a by-law to enable this information to be sent to the citizenry, but a state law was passed that prevents town money to be spent on ballot questions.



A motion to refer the subject matter of Article 66 back to the Board of Selectmen for further study was offered by Mr. John A. Bulian.

After a brief discussion a motion to move the previous questions was offered by Mr. William R. Dermody. The motion was presented and carried by majority vote.

Mr. Bulian's motion to refer was presented and carried by majority vote.

#### **ARTICLE 67: ADOPT POLICY FOR THE PURCHASE/LEASE OF PASSENGER VEHICLES**

To see if the Town will authorize the Board of Selectmen to accept the following policy:

Be it resolved that the Town of Needham adopt a policy to purchase or lease only passenger vehicles (thereby excluding fire fighting vehicles or special police vehicles) which meet at least one of the following criteria:

1. it be a hybrid vehicle i.e. one capable of operating under power of gasoline and/or electricity
2. it has an EPA rating of at least 25 mpg for city driving

This policy will benefit the town because of the cost efficiency of these vehicles; further, they are less harmful to the environment, improving the quality of life in our town. By adopting this policy, the town can serve as a positive example of commitment to a fiscally responsible and environmentally safe community.

MOVED: That the Town vote to authorize the Board of Selectmen to accept the following policy:

Be it resolved that the Town of Needham adopt a policy to purchase or lease only passenger vehicles (thereby excluding fire fighting vehicles or special police vehicles) which meet at least one of the following criteria:

1. it be a hybrid vehicle i.e. one capable of operating under power of gasoline and/or electricity
2. it has an EPA rating of at least 25 mpg for city driving

This policy will benefit the town because of the cost efficiency of these vehicles; further, they are less harmful to the environment, improving the quality of life in our town. By adopting this policy, the town can serve as a positive example of commitment to a fiscally responsible and environmentally safe community.

Mrs. Susan W Abbott, Town Meeting Member and proponent for this citizen's petition, spoke in favor of this proposal. She indicated that it is time to change the purchase/lease policy for the town passenger vehicles.

Mr. Gerald A. Wasserman, Selectman, advised that the Board of Selectmen agree with the general sentiment of the article, but are concerned with being tied to a strong criteria in these tough financial times. The Board of Selectmen recommended a vote against this proposal and adopted the following resolution: Be it resolved that the town of Needham consider fuel efficiency, along

with pricing, quality and functional requirements as factors upon which to base purchasing decisions of town vehicles.

In response to an inquiry from Mrs. Barbara K. Popper, Mr. Wasserman stated that the Board of Selectmen adopted this policy after receipt of the citizen's petition.

In response to an inquiry from Mrs. Margaret Leslie Pantridge, Town Counsel David S. Tobin indicated that a warrant article is not binding, but would carry a huge impact with the Board of Selectmen.

A motion to amend was offered by Mr. Richard DeMeis by deleting Line 1 in its entirety and changing Line 2 to Line 1.

After a brief discussion, a motion to move the previous question on all motions under Article 67 was offered by Mr. David R. Cox. The motion was presented and passed by two-thirds vote as declared by the Moderator.

Mr. DeMeis' motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt as to the voice vote. The motion was presented for a third time, but it failed to pass by a count of hands. The hand count was Yes 85 – No 85. The Moderator declined to vote.

ACTION: The main motion was presented but it failed to pass by a majority vote.

#### **ARTICLE 68: ESTABLISH A COMMUNITY PRESERVATION ACT COMMITTEE**

To see if the Town will vote to establish a Community Preservation Act Committee to study said Act and make recommendations as to local acceptance or other action regarding said Act, said Committee to consist of nine residents of the Town, one appointed by the Conservation Commission, one by the Historical Commission, one by the Park and Recreation Commission, one by Planning Board, one by the Needham Housing Authority, one by the Board of Selectmen, one by the Finance Committee, and two by the Moderator; or take any other action relative thereto.

*Article 68 Explanation: The members of this study committee would review M.G.L. Chapter 44B, "The Community Preservation Act." Tasks would include reporting on the impact in communities that have accepted the legislation, the current status of state distributions to those communities, a study of alternative financing concepts, and guidelines on possible impacts, both pro and con, for the Town of Needham. Membership on the study committee would include boards that are obligated to have representatives on the Community Preservation Committee, a requirement of the Act.*

*The Community Preservation Act allows a city or town to establish a "Community Preservation Fund" that may be appropriated and spent for conservation and recreation open space, historic resource and affordable housing purposes. In order to establish a fund, majority approval is required of Town Meeting and voters in a regular municipal or state election. The primary source of revenue is a property tax surcharge of up to three percent that is assessed on each parcel of taxable real estate, and includes exemptions. A second source of revenue is an annual distribution from the state's "Massachusetts Community Preservation Trust Fund." To date, the State's annual*

*distribution to participating cities and towns has been equal to 100% of the revenue raised by the property tax surcharge. In February, 2001, the Special Town Meeting referred this issue back to the CPA Committee.*

MOVED: That the Town vote to establish a Community Preservation Act Committee to study said Act and make recommendations as to local acceptance or other action regarding said Act, said Committee to consist of nine residents of the Town, one appointed by the Conservation Commission, one by the Historical Commission, one by the Park and Recreation Commission, one by Planning Board, one by the Needham Housing Authority, one by the Board of Selectmen, one by the Finance Committee, and two by the Moderator.

A motion to amend was offered by Mr. Daniel P. Matthews by deleting the words "nine residents" and insert in place thereof the words "eleven residents and by deleting the words "and two by the Moderator" and inserting in place thereof the following: "one by the School Committee, and three by the Moderator".

Mr. Daniel P. Matthews, Selectman, explained that the Board of Selectmen would like to look at this proposal again. This article would establish a committee to study the Community Preservation Act. The main objection to this Act is that you have to vote to raise your own property tax.

Mr. Philip V. Robey, Chairman, spoke in support of this proposal and the motion to amend on behalf of the Park & Recreation Commission.

A second motion to amend was offered by Michael J. Greis to add the following words to the end of the article: "and that the Committee report its findings to the next Annual Town Meeting".

A motion to move the previous question on all motions under Article 68 was offered by Mr. Maurice P. Handel. The motion was presented and carried unanimously by voice vote.

Mr. Greis' motion to amend was presented and carried by voice vote.

Mr. Matthews' motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town vote to establish a Community Preservation Act Committee to study said Act and make recommendations as to local acceptance or other action regarding said Act, said Committee to consist of eleven residents of the Town, one appointed by the Conservation Commission, one by the Historical Commission, one by the Park and Recreation Commission, one by Planning Board, one by the Needham Housing Authority, one by the Board of Selectmen, one by the Finance Committee, one by the School Committee, and three by the Moderator, and that the Committee report its findings to the next Annual Town Meeting.

---

#### **ARTICLE 11: FUND COLLECTIVE BARGAINING AGREEMENT - POLICE UNITS A AND B**

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the

Needham Police Union, Units A and B, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for Fiscal Year 2004.

*Article 11 Explanation: At the time of the printing of the Warrant, the parties had not reached agreement on this contract.*

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, Units A and B, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for Fiscal Year 2004.

A motion to refer the subject matter of Articles 11, 12, 13, 14, 15, and 16 back to the Board of Selectmen was offered by Mr. Daniel P. Matthews.

Mr. Matthews explained that the town is continuing negotiations with the several bargaining groups and has not reached any settlements at this time.

Mr. Matthews' motion to refer the subject matter of Articles 11, 12, 13, 14, 15 and 16 was presented and carried unanimously by voice vote.

---

**ARTICLE 12** was unanimously referred back to the Board of Selectmen on May 14, 2003.

---

**ARTICLE 13** was unanimously referred back to the Board of Selectmen on May 14, 2003.

---

**ARTICLE 14** was unanimously referred back to the Board of Selectmen on May 14, 2003.

---

**ARTICLE 15:** was unanimously referred back to the Board of Selectmen on May 14, 2003.

---

**ARTICLE 16:** was unanimously referred back to the Board of Selectmen on May 14, 2003.

---

**ARTICLE 69** was previously withdrawn on May 5, 2003.

---

**ARTICLE 70** was adopted unanimously on May 5, 2003.

---

**ARTICLE 71** was adopted unanimously on May 5, 2003.

---

**ARTICLE 72** was adopted unanimously on May 5, 2003.

---

#### **ARTICLE 73: OMINIBUS ARTICLE**

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town Officer or Committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.



**MOVED:** Under Article 73, the following motion to amend Article 21 was offered by Mr. Peter W. Adams:

That Line Item 101 – Street Lighting under Article 21 of the fiscal year 2004 Operating Budget be amended by deleting the sum of “\$370,000” and inserting in place thereof “\$313,000”.

**ACTION:** The main motion was presented and carried unanimously by voice vote.

**VOTED:** That the Town vote to raise and appropriate for the necessary Town expenses and charges as follows:

#### **TOWNWIDE EXPENSES:**

|  |            |
|--|------------|
| 010. Street lighting                       | \$313,000. |
| 011. Garbage collection                    | 0.         |
| 012. Insurance, general                    | 360,000.   |
| 013. Health insurance                      | 7,545,638. |
| 014. Worker's compensation                 | 385,000.   |
| 015. Prop. Self Insurance (Ch.40, s13)     | 20,000.    |
| 016. Unemployment compensation             | 67,035.    |
| 017. Ins. Liability Fund (C. 10 Acts 2002) | 380,000.   |
| 018. Principal                             | 2,169,639. |
| 019. Interest                              | 503,221.   |
| 020. Contributory retirement               | 2,392,000. |
| 021. Chapter 32 retirement                 | 128,500.   |
| 022. Minuteman Voc. Assessment             | 516,335.   |
| 023. MBTA Commuter Parking                 | 187,500.   |
| 024. Glover Hosp. Accrued Liability        | 0.         |

**TOTAL: TOWN WIDE EXP.** 14,967,868.

#### **GENERAL GOVERNMENT**

##### **BOARD OF SELECTMEN/TOWN ADMINISTRATION:**

|                          |            |
|--------------------------|------------|
| 101. Salaries            | \$384,492. |
| 102. Merit Pay           | 30,800.    |
| 103. Purchase of Service | 138,863.   |
| 104. Expenses            | 23,141.    |
| 105. Capital Outlay      | 0.         |
| <b>TOTAL</b>             | 577,296.   |

##### **TOWN CLERK/BOARD OF REGISTRARS**

|                                 |          |
|---------------------------------|----------|
| 106. Salaries                   | 181,022. |
| 107. Purchase of service        | 18,199.  |
| 108. Expenses                   | 3,870.   |
| 109. Capital Outlay             | 0.       |
| 110. Tellers/Canvassers/Details | 20,604.  |
| <b>TOTAL</b>                    | 223,695. |

##### **LEGAL:**

|                              |          |
|------------------------------|----------|
| 111. Salaries                | 59,750.  |
| 112. Special Fees            | 150,000. |
| 113. Settlements & judgments | 0.       |
| 114. Expenses                | 3,500.   |

**TOTAL** 213,250.

##### **PERSONNEL BOARD:**

|                          |         |
|--------------------------|---------|
| 115. Salaries            | 1,523.  |
| 116. Purchase of Service | 10,000. |
| 117. Merit Program       | 4,000.  |
| <b>TOTAL</b>             | 15,523. |

**TOTAL: GENERAL GOVERNMENT** 1,029,764.

#### **FINANCE**

##### **ASSESSORS:**

|                          |          |
|--------------------------|----------|
| 201. Salaries            | 236,716. |
| 202. Purchase of service | 50,500.  |
| 203. Expenses            | 11,750.  |
| 204. Capital Outlay      | 0.       |
| <b>TOTAL</b>             | 298,966. |

##### **FINANCE DEPARTMENT:**

|                          |            |
|--------------------------|------------|
| 205. Salaries            | 842,059.   |
| 206. Purchase of Service | 398,244.   |
| 207. Expenses            | 93,005.    |
| 208. Capital Outlay      | 3,255.     |
| <b>TOTAL</b>             | 1,336,563. |

##### **FINANCE COMMITTEE:**

|                          |            |
|--------------------------|------------|
| 209. Salaries            | 25,250.    |
| 210. Purchase of Service | 350.       |
| 211. Expenses            | 150.       |
| 212. Reserve Fund        | 1,338,745. |
| <b>TOTAL</b>             | 1,364,495. |

##### **TOTAL: FINANCE**

3,000,024.

##### **EDUCATION:**

##### **SCHOOL DEPARTMENT:**

|                          |             |
|--------------------------|-------------|
| 301. Salaries            | 29,126,240. |
| 302. Purchase of Service | 4,148,096.  |
| 303. Expenses            | 941,027.    |
| 304. Capital Outlay      | 175,542.    |

##### **TOTAL: EDUCATION**

34,390,905.

#### **PUBLIC SAFETY**

##### **POLICE:**

|                          |            |
|--------------------------|------------|
| 401. Total Salaries      | 3,800,178. |
| 402. Purchase of Service | 61,300.    |
| 403. Expenses            | 130,935.   |
| 404. Capital Outlay      | 134,740.   |
| <b>TOTAL</b>             | 4,127,153. |

##### **FIRE:**

|                          |            |
|--------------------------|------------|
| 405. Total Salaries      | 4,912,560. |
| 406. Purchase of service | 51,385.    |
| 407. Expenses            | 148,313.   |
| 408. Capital Outlay      | 0.         |
| <b>TOTAL</b>             | 5,112,258. |

##### **BUILDING:**

|                          |          |
|--------------------------|----------|
| 409. Salaries            | 275,438. |
| 410. Purchase of service | 3,474.   |
| 411. Expenses            | 6,536.   |
| 412. Capital Outlay      | 0.       |
| <b>TOTAL</b>             | 285,448. |

##### **TOTAL: PUBLIC SAFETY**

9,524,859.

#### **PUBLIC FACILITIES**

##### **PUBLIC WORKS:**

|                          |            |
|--------------------------|------------|
| 501. Salaries            | 2,432,230. |
| 502. Purchase of Service | 799,767.   |
| 503. Expenses            | 313,750.   |
| 504. Capital Outlay      | 0.         |
| 505. Snow & Ice          | 165,000.   |

|   |            |
|---|------------|
| <b>TOTAL</b>                                | 3,710,747. |
| <b>BUILDING MAINTENANCE:</b>                |            |
| 506. Salaries                               | 2,117,445. |
| 507. Purchase of Service                    | 1,782,441. |
| 508. Expenses                               | 309,062.   |
| 509. Capital Outlay                         | 0.         |
| <b>TOTAL</b>                                | 4,208,948. |
| <b>PERMANENT PUBLIC BUILDING COMMITTEE:</b> |            |
| 510. Salaries                               | 82,433.    |
| 511. Purchase of Service                    | 1,000.     |
| 512. Expense                                | 2,800.     |
| 513. Capital Outlay                         | 0.         |
| <b>TOTAL</b>                                | 86,233.    |
| <b>TOTAL: PUBLIC FACILITIES</b>             | 8,005,928. |
| <b><u>HUMAN SERVICES</u></b>                |            |
| <b>BOARD OF HEALTH:</b>                     |            |
| 601. Salaries                               | 275,355.   |
| 602. Purchase of service                    | 75,741.    |
| 603. Expenses                               | 7,550.     |
| 604. Capital Outlay                         | 0.         |
| <b>TOTAL</b>                                | 358,646.   |
| <b>VETERANS' SERVICES:</b>                  |            |
| 605. Salaries                               | 52,037.    |
| 606. Purchase of Service                    | 150.       |
| 607. Expenses                               | 3,500.     |
| 608. Veteran's Benefits                     | 30,000.    |
| <b>TOTAL</b>                                | 85,687.    |
| <b>YOUTH COMMISSION:</b>                    |            |
| 609. Salaries                               | 172,308.   |
| 610. Purchase of Service                    | 2,800.     |
| 611. Expenses                               | 1,990.     |
| 612. Capital Outlay                         | 0.         |
| <b>TOTAL</b>                                | 177,098.   |
| <b>COUNCIL ON AGING:</b>                    |            |
| 613. Salaries                               | 210,137.   |
| 614. Purchase of Service                    | 3,305.     |
| 615. Expenses                               | 5,175.     |
| 616. Capital Outlay                         | 0.         |
| <b>TOTAL</b>                                | 218,617.   |
| <b>COMMISSION ON DISABILITIES:</b>          |            |
| 616. Expenses                               | 513.       |
| <b>TOTAL</b>                                | 513.       |
| <b>TOTAL: HUMAN SERVICES</b>                | \$840,561. |
| <b><u>DEVELOPMENT</u></b>                   |            |
| <b>PLANNING BOARD:</b>                      |            |
| 701. Salaries                               | 121,741.   |
| 702. Purchase of Service                    | 8,000.     |
| 703. Expenses                               | 3,310.     |
| 704. Capital Outlay                         | 0.         |
| <b>TOTAL</b>                                | 133,051.   |
| <b>CONSERVATION COMMISSION:</b>             |            |
| 705. Salaries                               | 29,317.    |
| 706. Purchase of Service                    | 820.       |
| 707. Expenses                               | 1,638.     |
| 708. Capital Outlay                         | 0.         |
| <b>TOTAL</b>                                | 31,775.    |

# **BOARD OF APPEALS:**

|                          |         |
|--------------------------|---------|
| 709. Salaries            | 14,963. |
| 710. Purchase of Service | 3,040.  |
| 711. Expenses            | 170.    |
| <b>TOTAL</b>             | 18,173. |

# **HISTORICAL COMMISSION:**

|               |      |
|---------------|------|
| 712. Expenses | 513. |
| <b>TOTAL</b>  | 513. |

# **TOTAL: DEVELOPMENT**

**183,512.**

# **CULTURAL AND LEISURE SERVICES**

## **LIBRARY:**

|                          |          |
|--------------------------|----------|
| 801. Salaries            | 773,707. |
| 802. Purchase of Service | 43,001.  |
| 803. Books & Periodicals | 151,905. |
| 804. Expenses            | 12,431.  |
| 805. Capital Outlay      | 0.       |
| <b>TOTAL</b>             | 981,044. |

## **PARK & RECREATION:**

|                          |          |
|--------------------------|----------|
| 806. Salaries            | 376,946. |
| 807. Purchase of Service | 40,778.  |
| 808. Expenses            | 23,347.  |
| 809. Capital Outlay      | 12,000.  |
| <b>TOTAL</b>             | 453,071. |

## **MEMORIAL PARK:**

|                     |      |
|---------------------|------|
| 810. Expenses       | 500. |
| 811. Capital Outlay | 0.   |
| <b>Total</b>        | 500. |

## **TOTAL: CULTURAL & LEISURE SERVICES**

**1,434,615.**

## **GRAND TOTAL:**

## **DEPARTMENT BUDGETS**

**73,378,036.**

MOVED: Under Article 73, Mr. Eric D. Leskowitz offered the following non-binding Resolution:

Background: On April 14, Needham's voters passed 4 override measures to provide continued funding for such important town functions as library renovation, school operating expenses, and public works. For the past few weeks, we Town Meeting Members have struggled mightily to maintain funding for essential Town services despite increasingly tight budgetary constraints. Traditional state and federal funding sources are drying up, so that in this time of economic, political and military tension, it is now more crucial than ever for our federal and state governments to show the same fiscal responsibility we have tried to exercise here in Needham.

In particular, we urge the rejection of proposed federal and state tax cuts and corporate tax loopholes that predominantly benefit a small minority of wealthy taxpayers. The revenues lost through these measures will undoubtedly be counterbalanced by cutbacks in needed social programs that benefit the majority of Americans. Funding for Medicare, Medicaid, Social Security, and block grants to states for education programs (like the School Buildings Administration which will partially reimburse our High School renovation project) will not be endangered, despite the fact that



these programs are the lifeblood of our society and should remain our highest priority. Furthermore, we would support our troops overseas by restoring those veterans' benefits for healthcare and education that will be cut under these current Bush Administration proposals. If our Congress can authorize \$80 billion for the stated purpose of rebuilding a just society for the people of Iraq, then surely we can adopt tax policies that do the same for American communities as well.

**Therefore be it resolved** that the Needham Town Meeting hereby calls upon our elected leaders - Representative Harkins, Senator Jacques, Governor Romney, Congressman Lynch and Senators Kerry and Kennedy - to oppose the unwise federal tax cut plan proposed by this Administration, and to support any and all federal and state measures that will ensure adequate funding for the community services that make our Town and our country great.

Mr. Ford H. Peckham spoke in opposition of this proposal. He suggested that this proposal is political in nature and this town meeting government is non-political.

Mr. John E. Comando also spoke in opposition of the proposal. He noted that this resolution is a political, partisan statement.

A motion to move the previous question was offered by Mr. Steven Rosenstock. The motion was presented and carried by majority voice vote.

**ACTION:** The Non-binding Resolution was presented, but it failed to pass by voice vote.

At this time the Moderator, requesting a round of applause, expressed his thanks to Town Clerk Tedi Eaton, Custodian Tom Grimes, Needham Cable and its staff, Marjorie Margolis for her assistance with the opening ceremonies, the Finance Committee and the following members whose terms are ending - Ronald W. Ruth, Edward C. Nickles, Peter T. Walsh. He also expressed his appreciation to Gerard Sullivan, Executive Secretary, for his years of service to the Finance Committee. Mr. Sullivan is retiring in June.

The Moderator also expressed his concern with the number of Town Meeting Members who left after the vote on Article 31. He advised that we did not lose a quorum, but he lost some of his confidence. He requested Town Meeting Members to remind their neighbors of their responsibilities as Town Meeting Members.

**MOVED:** Under Article 73, Mr. Daniel P. Matthews offered the follow Resolutions:

#### RESOLUTION

In memory of Julio J. Farulla

**WHEREAS:** Julio Farulla was born and raised in Boston, Massachusetts. He received his bachelor's degree from Boston University and attended the master's program at the University of Rhode Island. He and his wife Barbara moved to Needham in 1970; and

**WHEREAS:** Julio was a United States Army veteran, serving during the Korean War. He retired from the Boston Safe Deposit and Trust as a vice president,

and served as Town Treasurer/Collector in the Town of Needham from 1979 through 1983; and

**WHEREAS:** Julio Farulla was active in many municipal and civic organizations in Needham. He was a past Grand Knight of the Needham Knights of Columbus Council #1611, a member and past president of the Needham Lions Club, a member of the Ancient and Honorable Artillery Company, a member of the Manson H. Carter VFW Post 2498, a member of the Needham Rotary Club, and a member of the Norfolk County Municipal Finance Officers Association;

**WHEREAS:** Julio Farulla was elected and served as a Town Meeting member from 2000 to 2002.

**NOW, THEREFORE, BE IT RESOLVED** by this body that the May 2003 Annual Town Meeting be dissolved in honor of the many civic and community contributions of Julio J. Farulla to the Town of Needham.

#### RESOLUTION

In memory of Saul Adams, M.D.

**WHEREAS:** Saul Adams, M.D. was born and raised in Boston, Massachusetts. He was educated at the Northeastern College of Pharmacy and received a master's degree in Pharmacology and Toxicology from the University of Rochester. Dr. Adams continued his education at the University of Vermont where he obtained an M.D. degree in 1962. He spent three years as an officer in the Air Force Medical Services Corps. Dr. Adams and his wife Joan settled in Needham in 1964 and raised their family here; and

**WHEREAS:** In 1967, Dr. Adams began practicing as an internist in the Town of Needham at the Glover Memorial Hospital where he served on numerous committees. His love for medicine and his patients is his legacy to all; and

**WHEREAS:** Dr. Adams was active in civic affairs in Needham. He was an elected member of the Board of Health from 1985 through 1997. He skillfully guided the Board of Health through the changing role of public health in Needham; and

**WHEREAS:** Dr. Adams served as a member of the Solid Waste Disposal/Recycling Advisory Committee from 1997 through 2002, and he was elected and served as a Town Meeting member from 1998 to 2002.

**NOW, THEREFORE, BE IT RESOLVED** by this body that the May 2003 Annual Town Meeting be dissolved in honor of the many civic and community contributions of Saul Adams, M.D., to the Town of Needham.

**ACTION:** At 11:40 P.M. the Resolutions were presented and carried unanimously by voice vote.

Theodora K. Eaton, CMMC,CMC/ MMC  
Town Clerk

A true copy  
ATTEST:























**A.M. SULKIN COMPANY**  
BOOKBINDING - PRINTING

Re-order # 17935

51 Melcher Street  
Boston, MA 02210  
(617) 542-5858



